

# ARIZONA DEPARTMENT OF HOUSING

## [www.azhousing.gov](http://www.azhousing.gov)

## Manufactured Housing Installation Inspector

All Arizona State employees operate within the Arizona Management System (AMS), an intentional, results-driven approach for doing the work of state government whereby every employee reflects on performance, reduces waste, and commits to continuous improvement with sustainable progress. Through AMS, every state employee seeks to understand customer needs, identify problems, improve processes, and measure results. State employees are highly engaged, collaborative and embrace a culture of public service.

### JOB SUMMARY

Within the Manufactured Housing Division, this position will enforce existing State laws, and regulations mandated by the United States Department of Housing and Urban Development (HUD), with regard to the installation of mobile homes, manufactured homes and factory-built buildings ("FBB"). These functions support the Division's mission to maintain standards of quality and safety for the users and consumers of these products. Inspectors also educate and mentor Installers and Contractors who perform work on regulated buildings. This position will participate in process development and improvement. Other duties as assigned.

#### Knowledge

- Knowledge of Federal and State statutes, rules and guidelines related to the Agency and the industry.
- Working knowledge of International Codes, National Electrical Code, and HUD regulations for construction and installation of manufactured homes.
- Knowledge of construction, manufacturing, and installation methods related to regulated buildings.

#### Skills

- Skill in preparing reports.
- Skill in good verbal communications in the field, among peers and with Agency management.
- Managing special assignments.
- Identifying and solving problems.
- Skill in managing software applications – Microsoft Word and Excel

#### Abilities

- Ability to communicate and work with diverse populations.
- Read and understand engineered design plans and specifications.
- Ensure that work performed complies with the plan.
- Apply federal regulations, state statutes and rules, adopted building codes on a daily basis.

#### Licenses

- Valid Arizona Driver's License

### RETIREMENT

Participation in the Arizona State Retirement System (ASRS) is required. New hires may be subject to a waiting period for enrollment.

### BENEFITS

The State of Arizona provides an excellent comprehensive benefits package including:

- Medical, Dental, Life, and Short-term disability insurance plans
- Top-ranked retirement and long-term disability plans
- Accrued vacation and sick leave
- 10 paid holidays per year
- Deferred compensation plan
- Credit union membership
- Wellness plans

The State of Arizona is an AA/EOE/ADA Reasonable Accommodation Employer.

All newly hired employees will be subject to E-Verify Employment Eligibility Verification.