

Employment Opportunity: Commercial Electrical Inspector

Employment Type: Full-time (or part-time / per-inspection basis as needed)

Location: Central / North-Central Wisconsin

Department: Building / Code Enforcement / Inspections

Reports To: Inspections Supervisor / Code Enforcement Manager / Building Official

Role Description

We are seeking a qualified Commercial Electrical Inspector to join our municipal / building-inspection / code-compliance team. The inspector will be responsible for examining and certifying electrical systems in commercial (and possibly industrial or public use) buildings, ensuring compliance with state and local electrical codes, safety regulations, and approved plans. The ideal candidate will combine strong technical knowledge of electrical installation practices with effective communication and documentation skills.

Key Responsibilities

- Inspect commercial electrical installations (new construction, renovations, upgrades) including wiring, conduits, panels, circuit breakers, service equipment, grounding/ bonding, fixtures, and related electrical components.
- Review submitted electrical plans, schematics, single-line diagrams, permits, and documentation; verify compliance with applicable codes (state and local), as well as approved plans and specifications before and during construction.
- Perform inspections at various stages: rough-in, mid-construction, final inspection, and any required follow-up inspections or re-inspections; issue inspection reports, correction notices, and—when needed—“stop work orders.”
- Ensure all required permits are valid for each inspection and maintain accurate inspection records (dates, findings, violations, approvals).
- Interface with contractors, electricians, project managers, property owners, and other stakeholders — provide guidance, communicate findings, explain code requirements, and advise on corrections or compliance.
- Perform plan reviews, code enforcement, documentation of inspections, maintain permit and inspection filing systems.
- Possibly cover residential, commercial, and industrial projects, depending on certification and municipality requirements.

Minimum Qualifications / Requirements

- Valid certification as a Wisconsin Department of Safety and Professional Services (or equivalent) Commercial Electrical Inspector, or certification/licensure as a “Master Electrician” + ability to obtain proper inspector certification per state code.
 - Working knowledge of electrical installation practices, methods, materials, electrical codes (state/local), and safety standards.
 - Ability to read and interpret electrical plans, wiring diagrams, single-line diagrams, panel schedules, load calculations, and understanding of electrical components (conductors, breakers, panels, grounding, etc.).
 - Strong written and verbal communication skills — to prepare inspection reports, document findings, interact with contractors/owners, and enforce compliance.
 - Valid driver’s license.
 - Ability to maintain inspection records, permit documentation, handle administrative tasks, and manage compliance follow-ups when needed.
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Preferred / Additional Qualifications (Desirable)

- Additional certifications (e.g., plumbing, HVAC, building inspection, UDC Building Inspector) are useful if role covers multi-discipline code enforcement.
 - Previous experience in building inspection, code enforcement, or as an electrician / master electrician.
 - Familiarity with inspection software or municipal permitting/inspection systems (e.g., plan-review software, permit databases, report generation tools).
 - Good organizational skills and ability to manage multiple inspections, permit files, correction notices, and documentation.
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Work Environment & Conditions

- Work will involve both field inspections (job sites, commercial buildings under construction or renovation) and office/administrative work (reviewing plans, writing reports, filing permits).
- Frequent interaction with contractors, property owners, developers, and municipal officials.
- Compliance with municipal/state code enforcement standards; may require issuance of correction orders or code compliance enforcement.
- Depending on municipality: Regular schedule (e.g., Monday–Friday, typical business hours), though may require on-call or flexibility if inspections during non-standard hours are needed.

Why Join Us / What We Offer

- Chance to play a key role in building safety and compliance — ensuring public safety through proper electrical installations.
- Variety of work — commercial, industrial, potentially public-use buildings; exposure to different projects and challenges.
- If multi-disciplinary certifications held — ability to inspect more than just electrical (broader skill set and possible higher compensation).

How to Apply

Please send your resume, proof of certification/licensure (or documentation of eligibility for certification), and cover letter describing your relevant inspection or electrical experience to:

info@bscwi.us

If applicable, include references or past project examples, especially prior inspection, electrical, or code-compliance work.