

JOB ANNOUNCEMENT

Plumbing Inspector North Dakota State Plumbing Board

Status: Full-time, regular

Recruitment: External

Location: Eastern ND

Salary Range: \$70,000 - \$80,000 Yearly DOE +
State benefits including fully paid family health
insurance

Date Posted to Web: 10/01/2026

Closing Date: 10/22/2026

Position Number: NA

Requisition Number: NA

North Dakota State Plumbing Board Mission:

To promote and protect the public health through the regulations of the business of plumbing

Job Summary:

The position is responsible for conducting inspections, code development, and compliance for the North Dakota State Plumbing Board

Summary of Work:

- Schedule and conduct site inspections and re-inspections; record and document all inspection activities, deficiencies, and corrections for plumbing installations for a designated territory within the state
- Communicate the North Dakota Plumbing Code, North Dakota Century Code Chapter 43-18, and North Dakota Administrative Rules – Title 62 requirements to plumbers; state, county, and city officials; and the general public
- Investigate and respond to complaints in relation to violations of the North Dakota Plumbing Code; schedule follow up inspections as required; provide direction and assistance to make the appropriate correction actions to ensure compliance, and initiate enforcement action if determined necessary by the Lead Plumbing Inspector
- Maintain a positive rapport with co-workers; plumbers; state, county, and city officials; and the general public
- Confer with building officials on current codes, requirements, and trends that relate to the building industry
- Effectively support and utilize technology to assist in daily operations
- Perform plan reviews for the North Dakota State Plumbing Board
- Remain current on, and communicate the requirements of the Americans with Disabilities Act

- Remain current on legislative issues that relate to the North Dakota Century Code Chapter 43-18 and the North Dakota Administrative Rules – Title 62
- Perform other duties as assigned by the Lead Plumbing Inspector

Knowledge Required by the Position:

- Knowledge of Windows Operating Systems
- Knowledge of Microsoft Office (Excel, Outlook, PowerPoint, Teams, and Word)
- Knowledge of customer service principles
- Skill in prioritizing and organizing work
- Skill in the provision of customer services
- Skill in the maintenance of files and records
- Skill in oral and written communication
- Skill in using office equipment such as a smartphone, laptop computer, and a scanner/copier/printer

Minimum Qualifications:

- High School Diploma or GED
- Valid ND Journeyman Plumber license and the ability to obtain a ND Master Plumber license within one year
- Valid driver's license
- Understanding of the North Dakota Plumbing Code, North Dakota Century Code Chapter 43-18, and the North Dakota Administrative Rules – Title 62
- Proficient working knowledge of computers and current technology
- Willing to work a flexible schedule with some overnight travel required
- Self-starter committed to time management, highly motivated, teamwork oriented, possess high-quality customer service skills, and be able to multi-task
- Demonstrates professionalism and exceptional interpersonal, written, and oral communication skills
- Ability to sit at a desk or table; walk, stand, stoop, crouch, drive long distances, lift 50 pounds, climb ladders and scaffold, while following safety procedures and policies

Physical Demands/Work Environment:

- The work is typically performed while walking, standing, and moving through construction sites both indoors and outdoors; climbing ladders or stairs to reach elevated areas, such as rooftops, crawl spaces, basements, or mechanical room; maintaining balance and coordination on uneven terrain, unfinished structures, or

wet/slippery surfaces; driving between inspection sites, sometimes for extended periods; using visual and auditory acuity to identify leaks, defects, code issues, and safety hazards; working in environments with heat, cold, humidity, dust, or other construction-related conditions.

- The work is performed in a North Dakota State Plumbing Board vehicle, utilizing a Windows Operating System; Microsoft Office (Excel, Outlook, PowerPoint, Teams, and Word); a Web-Based Content Management System; a laptop computer, a smartphone, and a copier/scanner/printer.

Application Procedures:

Applicants must submit a North Dakota Application for Employment (SFN 10950), resume, transcripts, and a cover letter to Kimberley Tomanek at kitomanek@nd.gov.

Applications may also be submitted by mail to Kimberley Tomanek, North Dakota State Plumbing Board, 1110 College Drive Suite 210, Bismarck ND 58501.

All application materials must be received at the board office by the closing date at 5:00 pm. The application is available from the North Dakota State Plumbing Board, Job Service North Dakota, and Indeed.

Applicants who are residents of North Dakota and eligible to claim veteran's preference must include Form DD214. Claims for disabled veteran's preference must include a current statement of disabled status from the Veterans' Affairs Office.

Contact Kimberley Tomanek at 701-328-9977 Ext. 3 for more information, accommodation, or assistance in the application or interview process.

Equal Employment Opportunity:

The State of North Dakota and this hiring agency do not discriminate on the basis of race, color, national origin, sex (including sexual orientation and gender identity), genetics, religion, age or disability in employment or the provisions of services and complies with the provisions of the North Dakota Human Rights Act.

As an employer, the State of North Dakota prohibits smoking in all places of state employment in accordance with N.D.C.C. § 23-12-10.