



## METROPOLITAN KANSAS CITY CHAPTER INTERNATIONAL CODE COUNCIL

P.O. Box 15080 — Kansas City, Missouri 64106-0080 — [www.metrokcicc.org](http://www.metrokcicc.org)

### Inspector Skills

Sponsored By  
**Metropolitan Kansas City Chapter ICC**

**January 18, 2018 – NOTE NEW DATE**

**9:00 am – 4:00 pm**

Registration 8:30 am - 9:00 am

*Lenexa City Hall (note new location)*  
*17101 W 87<sup>th</sup> St Parkway*  
*Lenexa, Kansas*

**Inspector Skills-** Thursday, **January 18, 2018**. This seminar addresses the necessary soft skills for success as an inspector, those non-technical traits and behaviors that enhance an inspector's ability to interact with others and to successfully carry out their job duties. These include people skills such as effective communication, diplomacy and customer service, but also include skills for problem solving, professionalism, integrity and time management. In addition to a solid understanding of the technical provisions of the codes, developing appropriate soft skills are essential in pursuing the goal of safe, healthy and durable buildings for the community. Developed specifically for construction inspectors in all disciplines, the topics covered are equally important to all employees of public service agencies including permit technicians, plan reviewers, managers, building officials and fire code officials. The information is also beneficial for developing policies and procedures to promote consistent and fair inspection practices while improving communications and public relations.

Upon completion, participants will better able to:

- Evaluate general approaches to inspection
- Apply principles of customer service
- Identify ethical behavior in the workplace
- Develop effective communication with clients and governmental staff
- Identify principles of code administration for achieving safe buildings
- Determine strategies for getting along with construction staff while inspecting the job site

This is an entry level seminar applicable to the regulatory/construction community, including building officials, plans examiners, inspectors, and contractors.

- **Continuing Education Credit:** Participants will earn .6 CEUs. This is equal to 6 Professional Development Hours (PDH), or 6 Learning Units (LU). Certificates will be presented upon completion of each seminar.

- **Fees:** Include instruction, course materials, and break refreshments in morning and afternoon. Lunch is not included. Preregistered participants will receive course materials at the seminars. Course materials for participants that do not preregister will be distributed on a first come first served basis.
- **Directions to Seminar:** I-435 to 87<sup>th</sup> Street (Kansas side), exit 3, go west on 87<sup>th</sup> Street to City Hall which will be on the South side of 87<sup>th</sup> Street.

## Registration Form

Fee Calculation-Check applicable boxes		
Seminar Attending	Payment deadline: <b>January 12, 2018</b>	
Inspector Skills	Metro KC Chapter ICC Members  <input type="checkbox"/> \$75	Nonmembers  <input type="checkbox"/> \$95

Total amount enclosed: \$

**Please make all checks payable to *Metro KC Chapter ICC***  
***We cannot accept purchase orders or credit/debit cards.***

**Registration:** Mail this registration form along with your check, payable to Metro KC Chapter ICC to PO Box 47223, Kansas City, MO 64118-9998.

**Information:** Contact Eirene Knott by phone, (913) 236-3361, fax, (913) 262-9044, e-mail, [eirene.knott@brrarch.com](mailto:eirene.knott@brrarch.com) or see Metropolitan KC Chapter ICC web site, <http://www.metrokcicc.org>

Please fill out a SEPARATE form for each person attending and be sure to PRINT CLEARLY:

Name: \_\_\_\_\_

Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_