## Bert Fite



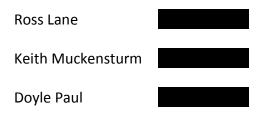
## **Professional Skills:**

- Review and approve plans that meet building codes, local ordinances, and zoning regulations
- Inspect and monitor construction sites to ensure overall compliance
- Use survey instruments, metering devices, and test equipment to perform inspections
- Monitor installation of plumbing, electrical, and other systems to ensure that the building meets codes
- Verify level, alignment, and elevation of structures and fixtures to ensure building is compliant
- Keep daily logs, including photographs taken during inspection
- Test safety devices such as smoke and carbon monoxide detectors
- Use professionalism when conferring with homeowners and tenants

## **Employment:**

•	City of Fairview Heights, IL	Assistant Building Inspector	2012-Present
٠	TK Contracting	Owner/Contractor	2008-2012
•	McBride and Son Contracting	General Mgr of Illinois	1981-2008

## **Business References:**



Bert Fite

Stacey O'Brien Human Resources 125 S. Center Street Collinsville, IL 62234

Dear Ms. O'Brien,

Enclosed please find my resume for the building inspector position. I have four years' experience as a building inspector for the City of Fairview Heights, IL plus a diverse background in all phases of construction. I have the integrity and public relations skills necessary for the position. I enjoy being a building inspector very much but am looking for a full time position. I look forward to hearing from you so that we can meet and discuss my future with the City of Collinsville.

Sincerely,

Bert Fite