



Join the E-Plan Exam Revolution

Commercial Building & HVAC Plan Examiner

Want to spearhead change within the State of Wisconsin for construction industry? Join our movement that is leading the charge towards a more secure, efficient, and accountable future in construction and plan review! Specializing in building, HVAC, fire alarm, fire sprinkler, and plumbing plan reviews, we're all about seamless collaboration to revolutionize and elevate the standards for conducting plan reviews.

The Company

E-Plan Exam was founded on the unwavering principle that everyone deserves a timely, efficient, and thorough plan review. Our company is proud to champion a timely and meticulous 15 business day plan review turnaround mandated by Wisconsin state statutes.

How do we do it? We are expert building officials, architects and engineers who stand united to safeguard the life, health and property of the public we passionately serve. It is at the core of who we are and the public we serve.

We're not just a company; we are committed professionals united by a shared vision of bolstering building safety through the effective administration of the Code.

The Position

Performing the essential duties and responsibilities as a Commercial Building & HVAC Plan Examiner, you ensure building designs and systems comply with relevant building codes and regulations. This position is accountable for upholding the high standards and integrity for building safety, efficiency and regulatory compliance before a construction project begins:

- Examine and evaluate architectural layouts, structural designs, and other building components
- Analyze heating, ventilation, and air conditioning (HVAC) plans for compliance with required standards for efficiency, safety, and performance
- Provide feedback to architects, engineers, designers and contractors on plan inconsistencies or code violations
- Maintain thorough records of all plan reviews, including requests for additional information, plan approvals, and plan denials
- Serve as a resource for applicants, designers, and municipal partners by providing code interpretations, consultations, or preliminary review meetings throughout the project from development to occupancy
- Engage in professional development to stay updated on the latest code developments, standards, and best practices

About You

If you can say "That's me!" to these requirements, let's talk!

- High school diploma/GED
- State of Wisconsin Commercial Building Inspector License
- Proficiency working with Microsoft Office 365 and its suite of programs
- Excellent written and verbal communication skills
- Possess a valid driver's license



Bonus points if you have:

- Proficiency working with Bluebeam Revu
- State of Wisconsin Uniform Dwelling Code Certifications in Construction and HVAC Inspection
- ICC Certifications as a Building Plan Examiner and HVAC Plan Examiner
- ICC Certification, Accessibility Plan Examiner, Energy Compliance Plan Examiner, Certified Fire Marshal, Building Official, Master Code Professional or other similar certification
- Professional Engineer holding licensure in the State of Wisconsin
- Registered Architect holding licensure in the State of Wisconsin
- 1–3 years' experience as a municipality building inspector, construction contractor project manager and/or a designer at an architectural or engineering design firm

Money and Perks

- \$40.00/hour to \$50.00/hour depending on experience
- Remote work based out of the Milwaukee metropolitan area
- 3% matching retirement contributions
- Outstanding medical, vision, and dental insurance with 100% employer paid single coverage
- Unlimited Mandatory PTO
- Quarterly Paid Wellness Days
- 12 Paid Holidays

Ready to Roll?

If you're all about improving, influencing, and innovating, let's talk. Share your story and send that sparkling resume to joinus@eplanexam.com. Come, let's build extraordinary together, brick by brick, plan by plan.

Be The Change With Us!

E-Plan Exam stands proud as an unwavering equal opportunity employer. Our doors are open to all qualified candidates who are ready to bring their unique perspectives, skills, and backgrounds to our team. We firmly believe that in diversity, there is strength. As we strive to be the change in this world, we acknowledge the value of everyone's contribution to innovation, growth, and positive transformation. Here, you will find more than a job—you will find a mission-driven community where your voice matters and your impact is celebrated!