

# NUISANCE CONTROL OFFICER I

## Department of Neighborhood Services

**THE PURPOSE:** Enforce residential and commercial sanitation, nuisance vehicle, private parking and animal nuisance codes. Enforce rabies and pest control codes.

**NOTE:** *The eligible list resulting from this examination will be used to fill both year-round and seasonal vacancies.*

### ESSENTIAL FUNCTIONS:

- Investigate residential and commercial garbage and rubbish complaints.
- Use nuisance and illegally parked vehicle procedures to order vehicles that violate ordinances to be repaired, removed or otherwise brought into compliance.
- Respond to citizen requests or complaints; write and serve legal orders and citations; explain violations and enforce ordinances.
- Inspect all types of premises for evidence of exterior pest infestation and garner compliance by using orders and, if necessary, application of pesticides.
- Participate in the rabies control program; investigate animal nuisances; receive, capture and transfer stray animals to the Milwaukee Area Domestic Animal Control Commission (MADACC).
- Appear as a witness for the prosecution.
- Perform other job-related responsibilities as assigned.

NOTE: Candidates must be willing and able to lift and carry objects weighing at least 50 pounds, perform strenuous physical labor under adverse weather conditions, work in hazardous places, such as sewers, roof tops and abandoned buildings, and capture and handle domestic animals.

*Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990.*

**Promotional Opportunity:** With departmental approval, Nuisance Control Officers who have two years of experience at the I level and possess a certificate as a Wisconsin Certified Pest Control Operator (category 7.1) may be promoted to Nuisance Control Officer II.

### MINIMUM REQUIREMENTS:

1. An Associate's Degree in Environmental Health, Natural Science, Business, Communications or a related liberal arts field from an accredited college or university.

-OR-

Successful completion of 60 college credits, with major emphasis in Environmental Health, Natural Science, Business, Communications or a related liberal arts field.

**NOTE:** *Copies of transcripts should be submitted with application – OR – sent to the City of Milwaukee, Department of Employee Relations, Attention: Katrina Whittle, Human Resources Analyst, Sr, 200 E Wells Street, Room 706, Milwaukee, WI 53202, OR submitted as an email attachment to [staffinginfo@milwaukee.gov](mailto:staffinginfo@milwaukee.gov).*

2. Valid driver's license at time of appointment and throughout employment.
3. Seasonal employees must have properly insured personal vehicle for use on the job. *(Automobile allowance is provided.)*
4. Candidates must be willing to comply with departmental dress code. Uniforms are provided for seasonal workers. Year-round workers may receive clothing allowance, as provided for in the appropriate labor contract.
5. Certification as State of Wisconsin Certified Rabies Observer within one year of appointment.
6. Residence in the City of Milwaukee within 6 months of appointment and throughout employment.

### DESIRABLE QUALIFICATIONS

- A Bachelor's Degree in Environmental Health, Natural Science, Business, Communications or a related liberal arts field from an accredited college or university.

### KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED :

- ❖ Ability to recognize violations of applicable health laws and regulations and to secure the elimination of such violations.
- ❖ Ability to recognize animal nuisances, signs of pest infestations and conditions conducive to such infestations and to exercise judgment in the proper means of abatement.
- ❖ Ability to work safely with pesticides and other chemicals.

- ❖ Ability to communicate effectively both verbally and in writing with the public, fellow employees, and supervisors; ability to maintain good working relationships.
- ❖ Ability to keep accurate records and write required reports.
- ❖ Ability to drive vehicles, including medium-sized vans, with skill and safety.
- ❖ Ability to lift and carry objects weighing at least 50 pounds.
- ❖ Ability to perform strenuous physical labor under adverse weather conditions.
- ❖ Ability to work in hazardous places, such as sewers, roof tops and abandoned buildings.
- ❖ Ability to capture and handle domestic animals.

**THE CURRENT SALARY RANGE (500) IS** \$35,363 to \$38,963 annually with excellent benefits. Recruitment is normally at the beginning of the range. Employees in this classification may be eligible for an additional salary step to \$39,875 annually. (*Seasonal employees do not receive benefits.*) The current Nuisance Control Officer II salary range (516) is \$38,595 to \$43,837.

**THE SELECTION PROCESS** will be job related and will consist of one or more of the following: training and experience evaluation; written, oral or performance examinations; or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Selection process component weights will be determined by further analysis of the job.

The examination will be held as soon as practical after **July 9, 2010**. Receipt of applications may be discontinued after this date without prior notice. However, recruitment may continue until the needs of the city have been met. Qualified applicants will be notified by mail of the date, time, and place of the examination. Persons not accepted to an examination or removed from an eligible list may file a written appeal (including the basis upon which the appeal is made) which must be received by the City Service Commission no later than ten calendar days after the rejection notice was mailed.