

WATER CHEMIST I and II

Recruitment #1603-1919DC-001

List Type Original

Requesting Department DPW-WATER-WATER QUALITY

Open Date 3/24/2016

Filing Deadline 4/21/2016 11:59:00 PM

HR Analyst Lindsey O'Connor

Introduction

Located on the western shore of Lake Michigan, Milwaukee is an urban hub bursting with energy. Milwaukee provides a casual sophistication – big city appeal without the big-city hassles. We are accessible and affordable, and our residents are welcoming. Milwaukee has evolved through the years, bringing together its unsurpassed old world charm with a breathtaking Art Museum, top-flight arts and cultural attractions, professional sports, lakefront festivals, recreational opportunities and great restaurants.

The City of Milwaukee offers a collaborative, positive work environment where each employee contributes to making the city the best place possible to live and work. The City offers a comprehensive benefits package, including a top rated pension plan, health and dental benefits, paid time off including vacation, 11 holidays and sick leave accrual, and much more.

Purpose

The Water Chemist will validate and verify the precision and accuracy of on-line water quality process and control instrumentation used throughout the water treatment process. Help ensure that the reliability of the water quality information and data from the on-line process and control instrumentation is the highest level attainable.

Essential Functions

- Calibrate, perform regular and routine quality control/quality assurance evaluations.
- Maintain proficiency at Water Treatment Plants and Pumping Stations which includes skill in the use of different processes, instrumentation, and equipment.
- Troubleshoot process online instrumentation which is designed to regulate and continuously monitor the water treatment process.
- Assure all water quality objectives and regulatory standards are met and maximum water quality is achieved while maintaining proficiency for laboratory analysis.
- Perform microbiology tests and maintain records in the absence of the microbiologist.
- Maintain accurate records of test results with data logged in a timely manner, including computer generated reports and graphs. Complete preventive maintenance work orders, and generate work orders for malfunctioning equipment or instrumentation.
- Interpret and utilize technical data from calibration and verification checks to make accurate and timely assessments of instrument performance.

Water Chemist I and II (DPW-Water, Water Quality)

- Prepare standards, materials, reagents, and solutions required to perform chemical tests, analyses and calibration examinations.
- Assist operations personnel in the use of data (information) to make water quality treatment adjustments.
- Maintain a clean work environment.
- Train new employees in necessary lab functions.

Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

Conditions of Employment

- Incumbent must work a rotating shift (rotating from 7-3, 3-11, and 11-7 shifts every 4 weeks) and be subject to emergency call-out at any time.

Minimum Requirements

Water Chemist I

1. A Bachelor's degree in Chemistry from an accredited college or university.

Water Chemist II

1. A Bachelor's degree in Chemistry from an accredited college or university and two years of experience performing chemical analyses in an environmental laboratory.

Water Chemist I and II

2. Must obtain State of Wisconsin Department of Natural Resources Surface Water Municipal Water Supply Operator Certification within six months of appointment.
3. Valid driver's license at time of appointment and throughout employment.
4. The physical ability to differentiate and quantify colors and odor.

IMPORTANT NOTE: To receive credit for college, transcripts are required and must be received by the application period closing date. College transcripts should be attached to your online application. Applications without transcripts attached will be considered incomplete and will be rejected.

Your transcript must be legible and include the following information: the university or college name, your name, the degree completed (if applicable) and the date the degree was completed.

Desirable Qualifications

- Laboratory or operational experience in a surface water purification plant.
- Knowledge of drinking water treatment principles and processes.

Knowledges, Skills, Abilities & Other Characteristics

- Knowledge of proper sample collection and preservation procedures.
- Knowledge of chemistry for dilutions, conversions and general lab practices.
- Knowledge of mathematics such as ratios, portions, units, dimensions, conversions, percentages, statistics and logarithms.
- Problem solving skills to analyze data, trends and formulate hypotheses.
- Oral communication skills to effectively communicate with co-workers and management.
- Written communication skills to document and maintain accurate data for records and reports.
- Interpersonal skills to maintain effective, positive relationships with the public and other city departments.
- Customer skills to appropriately handle water quality concerns of citizens.
- Ability to work with laboratory equipment including pH meters, colorimeters, and particle counting equipment.
- Ability to perform laboratory testing with third party blind and reference standards and use proper lab techniques including standard methods and department required protocols.
- Ability to maintain appropriate lab hygiene to protect and ensure reliable results.
- Ability to understand, interpret and apply regulatory requirements and adhere to such.
- Ability to use basic computer functions, including customized software used for various water treatment plant operations, database, spreadsheet and word processing software.
- Ability to be flexible and work within a team structure.
- Ability to follow safety guidelines and polices regarding PPE and other safety gear.
- Ability to analyze reports, summarize findings, do data entry and summarize spreadsheets.
- Ability to lift and carry loads of water samples, containers and coolers up to 50 lbs.
- Ability to work in hot, cold, and humid environments.
- Ability to climb ladders and multiple stairs and enter and exit limited space areas.
- Attention to detail to ensure accurate review and recording of test results to ensure accuracy of process control of the water treatment plant.
- High ethical standards in order to report accurate lab results to ensure regulatory compliance at all times.

Current Salary

Water Chemist I

The current starting salary (PG 2AN) for City of Milwaukee residents is \$40,600 annually, and the non-resident starting salary is \$39,604. Appointment up to \$49,193 for residents or \$47,986 for non-residents is possible with approval based on qualifications and experience.

Water Chemist II

The current starting salary (PG 2CN) for City of Milwaukee residents is \$47,060 annually, and the non-resident starting salary is \$45,905. Appointment up to \$52,391 for residents or \$51,106 for non-residents is possible with approval based on qualifications and experience.

Selection Process

The selection process will be job related and will consist of one or more of the following: education and experience evaluation; written, oral, or performance tests, 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.

INITIAL FILING DATE - The examination will be held as soon as practical after **April 14, 2016**. Receipt of applications may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the City have been met. Qualified applicants will be notified of the date, time, and place of the examination. Unless otherwise required by law, the City of Milwaukee will not provide alternative test administration. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

- **NOTE:** The City's residency requirement set forth in City Charter 5-02 is under litigation. Even though the City is legally able to enforce the current residency requirements based on a recent Wisconsin Court of Appeals decision, the City has agreed to continue to suspend enforcement of the ordinance until the Wisconsin Supreme Court issues a final decision. If the Wisconsin Supreme Court affirms the Court of Appeals decision, the City intends to fully enforce the residency requirement for all employees. Consequently, employees who disregard the requirements of the ordinance do so at their own risk. Applicants for City of Milwaukee positions should understand the City's commitment to its residency requirement. During this period of uncertainty it is important to take that into account when submitting an application and more importantly when deciding to accept an employment offer. Please contact (414) 286-3751 if you have questions regarding your individual circumstances as part of the application and/or selection process.