

Transfer/Promotional Opportunity

Water Quality Analyst

(Milwaukee Water Works)

This position is open to all current City of Milwaukee Employees; preference will be given to those with the experience and skills that most closely match the job description below:

Purpose: The Water Quality Analyst position will develop, organize and conduct new and existing research efforts and studies relating to Milwaukee's water quality, distribution system and water treatment process. Data and information gathered will be summarized into reports that provide critical direction and recommendations on treatment and operational strategies to enhance water quality, treatment processes, customer satisfaction, regulatory compliance, and coordinated monitoring efforts.

Essential Functions:

- Plan, organize, coordinate and conduct water quality research in the plants & water distribution areas.
- Conduct collection of Water Quality data and prepare reports and summaries of distribution sampling efforts, customer comments and problem areas, effectiveness of treatment processes, and new and/or innovative strategies for regulatory compliance.
- Track water quality complaints to ensure internal process for feedback to the Customer has been completed properly and in a timely manner. Recommend update and revisions to the response protocols and database to the Water Quality Management
- Conduct research and testing efforts as needed to assure water quality concerns of internal and external clients are addressed. Assess suitability of new water quality monitoring equipment and data collection networks within the distribution system, including new and novel detection capabilities.
- Responsible for keeping accurate and comprehensive records, databases and advanced scientific evaluation of available water quality data.
- Coordinate and direct activities of Water Quality staff for the collection of samples and data to assist with research efforts and general workload.
- Perform other related duties as assigned.

Conditions of Employment: Must be able and comfortable working in a Laboratory setting. Must be able to work in all weather conditions and locations to conduct sampling and monitor environment and conditions.

Minimum Requirements:

1. Bachelor's Degree from an accredited college or university in chemistry, water science, environmental health or in a closely related field. **College transcripts are required.**
2. Current status and at least 6 months as a regularly appointed City of Milwaukee employee.
3. Minimum of 5 years experience in water treatment, environmental chemistry, or similar laboratory work.
4. Valid Wisconsin driver's license at time of appointment and throughout employment.
5. State of Wisconsin DNR Municipal Water Supply Operator's Certification within 6 months of employment.

Knowledge Skills & Abilities:

- Must have excellent familiarity and be proficient in WORD, EXCEL and familiarity with new or proprietary software.
- Knowledge of laboratory equipment, operations, quality control procedures, and scientific protocols.
- Must be able to diplomatically and professional deal with the public and individual customers with diplomacy and tact.
- A high level of written and oral communication skills.
- Extensive experience and familiarity with the water treatment process, including state and federal drinking water standards.
- Must be able to direct and monitor the work of staff for compliance with water laboratory science and techniques. Lead worker experience is preferred.
- Ability to plan, direct, and coordinate small group projects within a designated timetable desirable.

Current Salary Range (PR 598) is \$52,170 to 63,366 annually.

The selection process will be job related and may include one or more of the following: training and experience evaluation, performance test, written test, oral interview or other assessment method. The Department of Employee Relations and the hiring department reserve the right to call only the most qualified candidates to the selection process. Information from the selection process will be used to make hiring decisions. The selected candidate will be transferred and/or promoted to the position.

NOTE: The transfer or promotion will be contingent upon successfully completing the following: 1) a physical exam, to meet confined space requirements, and 2) a background check.