

## **Sprinkler Inspector Quantitative Core Competencies**

The Quantitative Core Competencies must be obtained in the order as outlined below:

### **Pay Step 1:**

The performance expectation for a new Sprinkler Inspector by the end of the one year probationary period is:

- complete the one year probation and fulfill probation requirements
- achieve 4 stops/inspections at least 75% of days worked and
- achieve a complaint response time of 10 days or less in 75% of cases and
- follow-up on orders or violations to correct in 75% of the cases

### **Pay Step 2:**

To advance to Sprinkler Inspector – step 2, Sprinkler Inspector at step 1 must achieve the following for at least 3 consecutive months prior to advancement into the next pay step:

- complete the one year probation and fulfill probation requirements (if applicable)
- achieve 4 stops/inspections at least 80% of days worked and
- achieve a complaint response time of 10 days or less in 75% of cases and
- follow-up on orders or violations to correct in 75% of the cases
- inspector must pass a Milwaukee Code of Ordinances open code exam.

*The inspector must have completed the Step 1 Qualitative requirements and one additional set of Qualitative requirements.*

### **Pay Step 3:**

To advance to Sprinkler Inspector – step 3, Sprinkler Inspector at step 2 must achieve the following for at least 3 consecutive months prior to advancement to the next pay step:

- achieve 4 stops/inspections at least 80% of days worked and
- achieve a complaint response time of 10 days or less in 75% of cases and
- follow-up on orders or violations to correct in 75% of the cases
- inspector must complete the Milwaukee Public Library offered Computer Course titled “Email Basics”, or an equivalent course.

*The inspector must have completed the Step 1 Qualitative requirements and two additional sets of Qualitative requirements.*

### **Pay Step 4:**

To advance to Sprinkler Inspector – step 4, Sprinkler Inspector at step 3 must achieve the following for at least 3 consecutive months prior to advancement to the next pay step:

- achieve 4 stops/inspections at least 80% of days worked and
- achieve a complaint response time of 10 days or less in 80% of cases and
- follow-up on orders or violations to correct in 75% of the cases
- inspector must complete the Milwaukee Public Library offered Computer Course titled “Intro to Word”, or an equivalent course.

*The inspector must have completed the Step 1 Qualitative requirements and three additional sets of Qualitative requirements.*

### **Pay Step 5:**

To advance to Sprinkler Inspector – step 5, Sprinkler Inspector at step 4 must achieve the following for at least 3 consecutive months prior to advancement to the next pay step:

- achieve 4 stops/inspections at least 80% of days worked and
- achieve a complaint response time of 10 days or less in 80% of cases and
- follow-up on orders or violations to correct in 80% of the cases
- inspector must complete the Milwaukee Public Library offered Computer Course titled "Intro to Excel", or an equivalent course.

*The inspector must have completed the Step 1 Qualitative requirements and four additional sets of Qualitative requirements.*

### **Pay Step 6:**

To advance to Sprinkler Inspector – step 6, Sprinkler Inspector at step 5 must achieve the following for at least 3 consecutive months prior to advancement to the next pay step:

- achieve 4 stops/inspections at least 85% of days worked and
- achieve a complaint response time of 10 days or less in 80% of cases and
- follow-up on orders or violations to correct in 85% of the cases

*The inspector must have completed the Step 1 Qualitative requirements and five additional sets of Qualitative requirements.*

### **NOTES**

For the above Steps in the Sprinkler Inspector Career Ladder and all Trades Division Career Ladders "Follow-up on orders" means:

- 1) Open orders in which the order due date (plus any extensions) has been timely reinspected (30 days or less from due date, or extended due date).
- 2) The order has been acted upon, order has been abated, referred for to court action, moved into the monthly reinspection program, referred to contractor, record closed or dismissed.