

ELECTRICAL SERVICES MACHINIST I

Recruitment #2004-0832-001

List Type	Original
Requesting Department	DPW-INFRASTRUCTURE-ELECTRICAL
Open Date	5/21/2020 3:30:00 PM
Filing Deadline	6/12/2020 11:59:00 PM
HR Analyst	Marti Cargile

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.

PURPOSE

The Electrical Services Machinist I uses machinist tools to produce precision metal parts and installs and maintains equipment for the Department of Public Works (DPW)-Infrastructure Services Division.

ESSENTIAL FUNCTIONS

- Install and repair hydraulically operated equipment and aerial equipment such as pipe benders and hydraulic benders.
- Repair and maintain hydraulic push jacks, air tools, pump trailers, derricks, paint spray machines, small engines, and equipment unique to Electrical Services.
- Perform machine shop work using machinist tools such as lathes, milling machines, drill presses, sheet metal benders, rollers, press brakes, power shears, punch presses, charts, and tables.
- Machine sign standards, signs, brackets and supports, and sheet metal cabinet work composed of light and heavy gauge steel and aluminum.
- Machine, fabricate, and repair tools, jigs, and fixtures as required for all sections and divisions of DPW-Infrastructure Field Operations.

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

The **Electrical Services Machinist I** must be willing and able to do the following:

- Furnish basic tools of the trade for use on the job.
- Be flexible to work in various locations throughout the City, perform evening and/or weekend work, be considered for shift reassignment, and respond to emergency call-outs when needed.

- Perform heavy physical labor (exerting up to 100 lbs. of force occasionally, moving equipment up to 50 lbs. unassisted, and transferring objects weighing 10-20 lbs. frequently).
- Walk, stand, climb stairs, stoop and bend, and perform tasks that require repetitive motion.
- Work indoors and outdoors, with exposure to airborne contaminants, heat, and cold, as well as tolerate noise and vibration.
- Wear appropriate Personal Protective Equipment (PPE), including safety shoes, glasses, and hearing protection.

MINIMUM REQUIREMENTS

1. **Three years of job shop machinist experience, performing duties related to this position, OR a completed State of Wisconsin Machinist Apprenticeship.**
2. **Valid driver's license at the time of appointment and throughout employment.**

IMPORTANT NOTE: *Copies of eligibility documentation (such as certifications, licenses, courses taken, and college transcripts) are required and must be received by the application period closing date. Documents may be attached to your online application or sent via email to staffinginfo@milwaukee.gov with "Electrical Services Machinist I" in the subject line. Applications without documentation attached will be considered incomplete and may be rejected. Unofficial copies are acceptable; however, documents must be legible and include the institution's name, your name, any degrees completed (if applicable), and completion dates.*

KNOWLEDGES, SKILLS, ABILITIES & OTHER CHARACTERISTICS

- Ability to read and understand job-related documents such as manuals, policies, and procedures.
- Ability to follow spoken and written instructions.
- Knowledge of practical mathematics, ability to make accurate calculations, and skill in making precise measurements.
- Ability to perform mechanical drawing and read and interpret charts, tables, blueprints, and designs.
- Mechanical aptitude and manual dexterity.
- Knowledge of and ability to apply safety principles and practices as they apply to all aspects of the job.
- Knowledge of machining methods and materials and proficient machining skills.
- Knowledge of metal types and metal properties when machining various types of material.
- General knowledge of welding methods and safety procedures.
- Ability to perform bench work and safely use machinist tools such as lathes, milling machines, drill presses, sheet metal benders, rollers, press brakes, power shears, pipe benders and hydraulic benders, and punch presses.
- Skill in using hand tools, including hammers, drills, saws, crimpers, and cutters.
- Ability to work with minimal supervision as well as part of a team; ability to work cooperatively and effectively with others whose backgrounds may differ from one's own.
- Ability to plan assignments and produce quality work within deadlines.
- Honesty and the ability to safeguard all departmental property.

CURRENT SALARY

The current starting salary (Pay Range 7JN) is \$50,175, and the resident incentive starting salary for City of Milwaukee residents is \$51,680. Appointment will be made in accordance with the provisions of the City of Milwaukee Salary Ordinance.

The City of Milwaukee provides a comprehensive benefit program that includes the following:

- Defined Benefit Pension Plan
- 457 Deferred Compensation Plan
- Health and Dental Insurance
- Comprehensive Wellness Program
- Onsite Clinic Services
- Onsite Employee Assistance Program
- Alternative Work Schedules
- Long Term Disability Insurance
- Group Life Insurance
- Tuition Benefits
- Paid Vacation
- 11 Paid Holidays
- Paid Sick Leave and other paid leaves
- Flexible Spending Arrangement
- Commuter Value Pass

For full details of the benefits offered by the City of Milwaukee, please visit <https://city.milwaukee.gov/der/benefits#.XiINL2Z8DXg>.

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 and the Department of Public Works reserve 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 **Friday, June 12, 2020**. 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.

ADDITIONAL INFORMATION

APPLICATION PROCEDURE:

- Applications can be accessed by visiting www.jobaps.com/MIL.
- If you would like assistance completing an application, please contact the Department of Employee Relations at (414) 286-3751 or staffinginfo@milwaukee.gov.
- The Department of Employee Relations is located in City Hall, 200 E Wells St, Room 706, Milwaukee, WI 53202.

CONCLUSION

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The City of Milwaukee values and encourages diversity and is an equal opportunity employer.