

ENGINEERING TECHNICIAN IV &

ENGINEERING TECHNICIAN II Recruitment #2003-1887-001

List Type	Original
Requesting Department	DPW-WATER-ENGINEERING
Open Date	7/2/2020 3:30:00 PM
Filing Deadline	7/24/2020 11:59:00 PM
HR Analyst	Jeff Harvey

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INTRODUCTION

Note: The eligible list resulting from this examination may be used to fill similar City of Milwaukee positions.

What Milwaukee can offer YOU

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

Conduct water main replacement, water distribution system repair and lead service line replacement inspections to ensure compliance with and enforcement of Milwaukee Water Works (MWW) specifications.

The names of eligible candidates who successfully complete the selection process will be placed on the highest level eligible list for which the candidate qualifies.

ESSENTIAL FUNCTIONS

Engineering Technician IV:

- Conduct thorough inspections and provide detailed documentation of water main alterations, extensions and replacements, as well as lead service line replacements.
- Assist in the coordination and scheduling of work associated with contracted projects.
- Oversee the overall construction project to ensure it is performed in a timely and cost effective manner.
- Approve or reject materials based upon specifications and acceptable tolerances.
- Communicate with MWW inventory staff as to the status of materials inspected and tested.
- Communicate material defect findings to vendors and manufacturers.

Engineering Technician II:

- Assist in the inspection of water main alterations, extensions, replacements and lead service line replacement projects.

Both jobs:

- Enforce proper construction methods and MWW specifications.

- Ensure proper excavation, safety and traffic control procedures are implemented and followed.
- Inspect and test water main pipes, valves, hydrants, fittings, and all other material used as part of the MWW distribution system.
- Document inspections, including manual drafting, written documentation, data entry into computer software and the use of Global Positioning System (GPS) equipment.
- Provide customer outreach and communication for those affected by construction activities.
- Ensure the contractor provides adequate clean-up of the site when finished.
- Conduct testing and visual inspection of materials to ensure quality of supplies and project completion, including fire flow & hydrostatic testing, pressure testing, torque testing, and weights & measurements.
- Conduct hydrant flow tests to establish hydraulic analyses and studies and to determine system robustness. Conduct inspection of emergency leak repairs by contractors.
- Conduct field investigations to troubleshoot system anomalies such as pressure fluctuations and pumping operations.
- Prepare detailed written reports of inspections to document findings.
- Document contractor activities, assist with the inventory and inspection of repair materials, and complete work orders and requisitions.
- Install, monitor and report results from pressure recording devices.
- Assist with calibration of the MWW hydraulic model. Maintain communication with the Control Center regarding the status of the job.
- Consult with area management regarding contractor difficulties or complications.

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

- Must be able to climb ladders, enter confined spaces and wear confined space safety equipment.
- Must be able to lift and transport 50 pounds or more of equipment or material.
- Must wear appropriate safety equipment including safety shoes, glasses, and hearing protection.
- Ability to remain standing for long periods of time.
- Must be able to work mandatory overtime and respond to emergency call-outs.
- Must be able to work outdoors in all types of weather conditions for extended periods of time.

MINIMUM REQUIREMENTS

Engineering Technician IV:

1. An Associate's Degree in Civil Engineering or Engineering field from an accredited college or university and two years of related engineering or construction experience performing duties similar to the essential functions listed above.

--OR--

Four years of experience as a municipal, utility engineering technician, surveying technician, public works inspector, or construction materials inspector performing work related to the essential functions of the position.

2. Valid driver's license at the time of appointment and throughout employment.

Engineering Technician II:

1. Two years of related engineering or construction experience performing duties similar to the essential function listed above.
2. Valid driver's license at time of appointment and throughout employment

NOTE: Equivalent combinations of education and experience may also be considered.

NOTE: College-level engineering curriculum courses, for which an average grade equivalent to "C" was earned, may be substituted for up to two (2) years of the required experience. Substitution will be made on the basis of five (5) credits equals three (3) months of experience and no substitution will be made for fewer than five (5) credits

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. Student copies are acceptable.

KNOWLEDGES, SKILLS, ABILITIES & OTHER CHARACTERISTICS

Engineering Technician IV:

- Ability to serve as the primary on-site coordinator for water main construction projects.
- Problem-solving and analytical skills, including the ability to evaluate options and to find the best solution(s).

Needed for both jobs:

- Knowledge of construction methods and techniques.
- Proficiency with computers and computer software including Microsoft Office.
- Written communication skills, including the ability to write technical reports and general business correspondence.
- Planning, organizational, and time management skills, including the ability to prioritize work with varying deadlines.
- Interpersonal and customer service skills, including the ability to work effectively with culturally diverse individuals inside and outside the organization.
- Ability to produce accurate, daily inspection reports, detailed plans, drawings, maps and diagrams using CAD/GIS software.
- Ability to read and interpret construction drawings, technical drawings and specifications.
- Ability to use proper tools to measure, estimate and verify construction project specifications.

CURRENT SALARY

Engineering Technician IV:

The current starting annual salary (PG 3NN) is \$45,185. The City of Milwaukee resident incentive is \$46,541 annually. Appointment will be made in accordance with the provisions of the salary ordinance.

Engineering Technician II:

The current starting annual salary (PG 3FN) is \$38,508. The City of Milwaukee resident incentive is \$39,663 annually. Appointment will be made in accordance with the provisions of the salary ordinance.

BENEFITS

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 <http://city.milwaukee.gov/Benefits>

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 the deadline listed above. 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

APPLICATIONS and further information may be accessed by visiting www.jobaps.com/MIL.

- Applications and transcripts should be submitted no later than the deadline listed above.
- 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

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