

ENGINEERING TECHNICIAN I

Recruitment #1609-1885DC-001

List Type Original

Requesting Department DPW - SEWER - ENVIRONMENTAL

Open Date 10/14/2016 11:59:00 PM

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

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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 Engineering Technician I serves an essential role to ensure the Sewer Maintenance Fund's regulatory fulfillment is met. The Engineer Technician I will work both in the field and in the office to obtain and analyze data, and prepare various charts, graphs and drawings necessary to implement the following: the EPA storm water regulations, as mandated by the Wisconsin Department of Natural Resources, and the City's General Sanitary Discharge Permit.

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

ESSENTIAL FUNCTIONS

- Field screen storm sewers, outfalls and roadside ditches to determine the presence of dry weather flow, estimate flow rate, take samples and perform tests as needed.
- Prepare and install flow recorders and similar monitoring equipment in sanitary and storm manholes.
- Perform the required checks on the City's Surcharge Level indicators and obtain electric meter readings generated by the City's bypass pumping stations after certain rain events.
- Download data from equipment on a regular basis.
- Prepare and update various charts, maps, graphs and drawings.

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- Perform office duties including but not limited to: compiling, analyzing and recording data recovered from the charts and tests and hand deliver legal documents to various official entities such as Milwaukee County and MMSD.

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

Position requires the ability to crawl into and out of confined spaces such as manholes, and to work in all weather conditions.

Ability to meet the physical demands of the job including standing, walking, twisting, bending, climbing stairs and lifting and pushing items weighing up to 50 lbs.

MINIMUM REQUIREMENTS

1. Successful completion of two semesters of algebra at the high school or college level.

OR

Six months of experience conducting water sampling, other lab or field sampling.

Equivalent combinations of education and experience may be considered.

IMPORTANT NOTE: To receive credit for high school or college courses, transcripts are required and must be received by the application period closing date. 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: high school, university or college name, your name, the degree completed (if applicable) and the date the degree was completed. Student copies are acceptable.

2. Valid driver's license at time of appointment and throughout employment. This position will be required to drive a City-owned vehicle.

DESIRABLE QUALIFICATIONS

- Knowledge and/or experience with CADD systems (Microstation or AutoCAD) and Microsoft Excel.
- Knowledge and/or experience with water, lab or field sampling tools and techniques.

KNOWLEDGES, SKILLS, ABILITIES & OTHER CHARACTERISTICS

- Oral communication skills to communicate with effectively with co-workers, management and the public.

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- Interpersonal skills to work effectively with culturally diverse individuals at all levels inside and outside the organization.
- Ability to use a computer to enter data, upload information from equipment and create documents using Excel, Word and Access.
- Ability to observe and document descriptions of work.
- Ability to use instruments such as flow meters and water samplers in order to take measurements in the field.
- Ability to work independently and as part of a team.
- Ability and willingness to perform outdoor work in various weather conditions.
- Ability and willingness to work in confined spaces.
- Ability to apply basic math skills such as addition, subtraction, division, multiplication and calculating area.

CURRENT SALARY

The starting salary (3BN) for City of Milwaukee residents is \$33,102. The non-resident starting salary is \$32,290 annually.

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 **November 4, 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: For current information regarding the status of the City of Milwaukee's residency requirement, please visit the Department of Employee Relations' Website: <http://city.milwaukee.gov/DER>. Please call 414.286.3751 if you have questions regarding your individual circumstances as part of the application and/or selection process.