

PORT OPERATIONS TECHNICIAN

Recruitment #2111-0904DC-001

List Type	Original
Requesting Department	PORT OF MILWAUKEE
Open Date	12/20/2021 4:00:00 PM
Filing Deadline	1/11/2022 11:59:00 PM
HR Analyst	Jeff Harvey

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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 is proud to employ a diverse workforce that is committed to providing exemplary service to the City's residents. If you have a passion for being a part of an inclusive team of public servants, please consider the following opportunity.

PURPOSE

The Port Operations Technician operates, performs repairs and conducts routine maintenance on all Port-owned equipment and facilities, including boats, cranes and forklifts.

ESSENTIAL FUNCTIONS

Laboring and Maintenance Duties

- Perform railroad yard and track maintenance and repairs; replace track material, tamp ballast and align track using specialized tools.
- Perform rough carpentry; paint, glaze, plaster and perform cement work on buildings and structures.
- Operate motor driven high pressure weed sprayer and tractor loader when performing Port Grounds up-keep.
- Perform general dock wall maintenance and repair; replace timbers and wood decking.
- Perform general maintenance on cranes.
- Provide immediate maintenance responses to building, grounds and vessel emergencies.
- Diagnose and make minor and major repairs to outdoor power equipment, Port-maintained vehicles, buildings, dock walls, railroad tracks, utilities and dry pipe sprinkler systems.
- Operate, schedule and deploy Port-owned vessels, including workboats.
- Operate, maintain, repair and replace HVAC equipment, including air handling units, cooling towers, chillers, boilers and roof-top units.
- Perform snow and ice removal on port roads, docks and railroad yards with the use of a 2-1/2 ton truck, plow and diesel tractor loader with bucket.

Safety and Work Rules

- Perform all work safely, in accordance with departmental policies, municipal and state laws, Occupational Safety & Health Administration (OSHA) regulations.
- Abide by City and departmental work rules and safety instructions and attend departmental meetings and training programs, such as safety and policy briefings.

- Complete required paperwork such as work logs and timecards. Use basic mathematics to calculate amounts of materials needed for various tasks and mix proper proportions of materials.

Customer Service

- Interact with residents, coworkers, Port customers and Port tenants in a polite and courteous manner.

We welcome qualified individuals with disabilities who are interested in employment and will make reasonable accommodations during the hiring process 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

- **Please be advised that you are required to have received either both doses of the Moderna or Pfizer or one dose of the Johnson & Johnson vaccine prior to your employment start date or have an approved religious or medical accommodation prior to your employment start date. You can find further information relative to the City's Covid-19 Vaccination Policy [here](#).**
- Must be available for emergency and overtime work 24/7, including for long durations. Must be able to work outdoors in variable and extreme weather conditions (e.g., heat, cold, rain, wind, and snow).
- Must be able to tolerate various environmental conditions indoors and out (e.g., noise, vibration, dirt, pollen, and sewer gases).
- Must be able to climb and work at heights above 30 feet.
- Must be able to work in confined space settings (training provided).
- Must be able to hear directions given in a noisy, distracting environment.
- Must be able to see clearly both near and far to read signage and perform job duties safely and accurately.
- Must be able to properly lift and move objects weighing up to 50 lbs. alone or up to 100 lbs. with assistance.
- Must be able to perform strenuous physical work continuously for long periods of time.
- Must be able to perform physical activities in work environments that require walking and standing, climbing stairs, ladders and scaffolding, crawling, crouching, stooping, kneeling, reaching, balancing, pushing and pulling.
- Must have manual dexterity and strength to use various hand tools and power tools properly and safely.
- Must be able to perform work from a suspended staging over water.

MINIMUM REQUIREMENTS

1. Eighteen years of age at time of application.
2. Valid driver license at time of application, throughout the selection process and throughout employment.
3. Transportation Worker Identification Credential (TWIC) issued by the U.S. Transportation Security Administration (TSA) upon appointment. *NOTE: To obtain a TWIC, an individual must provide biographic and biometric information such as fingerprints, sit for a digital photograph, and successfully pass a security threat assessment conducted by TSA. To learn more, visit <http://www.tsa.gov>.*

DESIRABLE QUALIFICATIONS

- Experience with railroad track maintenance.
- Experience with vessel maintenance and operation.
- Experience with oil and gas fired boiler maintenance and operation.
- Experience with dry type fire sprinkler systems.
- Valid Commercial Driver's License (CDL)

KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

Technical and Physical Skill

- Ability to read and understand documents, such as work rules, policies, and operating manuals.
- Ability to understand and follow oral and written instructions.
- Ability to accurately complete paperwork, such as work logs and timecards.
- Ability to read and interpret street maps.
- Ability to perform basic mathematical calculations accurately.
- Ability to use cutting and welding equipment.
- Ability to properly build and assemble rigging.
- Ability to handle lines, tie knots, and tie up vessels.
- Ability to operate a vessel crane.
- Ability to properly and safely use hand tools, such as shovels, sledge hammers, picks, hooks, wrecking bars, and hand tampers.
- Ability to drive a car and to learn to drive trucks and heavy equipment, such as forklift trucks, skid loaders, and snow plows.
- Ability to safely shovel snow and operate snow blowers.
- Ability to perform general maintenance of green areas and boulevards and safely operate power, push and riding mowers.
- Ability to perform railroad inspection and repairs
- Ability to perform basic maintenance tasks, such as replacing light fixtures and minor plumbing.

Safety and Judgement

- Ability to exercise care and good judgment regarding safety at all times, abiding by safety-related policies, laws, and Occupational Safety & Health Administration (OSHA) regulations.
- Ability to monitor the work site vicinity, including pedestrian and vehicle traffic, to ensure the safety of the work crew and the general public.

Interpersonal and Customer Focus

- Ability to work effectively as a team member and interact with the public courteously.
- Ability to work operationally as part of a two person team.
- Ability to work cooperatively, effectively, and fairly with coworkers and residents whose background may differ from one's own.

CURRENT SALARY

The current salary range (PR 7JN) is \$38,685-\$58,344 annually and the resident incentive salary for City of Milwaukee residents is \$39,854-\$60,094 annually. Appointment above the minimum is possible based upon level of experience and other qualifications and is subject to approval.

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 leave
- 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>.

SELECTION PROCESS

THE SELECTION PROCESS will be job related and will consist of one or more of the following: an evaluation of related education, experience and accomplishments, written tests, interview, or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to oral, performance tests or personal interviews. Information from the selection process will be used to make a hiring decision. Selected candidates will be transferred and/or promoted to the position.

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, <https://www.jobapscloud.com/MIL/>

- Applications and license documentation 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.