

WATER LABORATORY TECHNICIAN

Recruitment #1805-0914dc-001

List Type	Original
Requesting Department	DPW-WATER-WATER QUALITY
Open Date	6/13/2018 12:00:00 AM
Filing Deadline	7/5/2018 11:59:00 PM
HR Analyst	Emily Keeley

[Go Back Apply](#)

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

Under the direction of the Water Quality Operations Manager, the Water Laboratory Technician collects and analyzes water samples.

ESSENTIAL FUNCTIONS

- Collect and analyze water samples from pre-set sites on a scheduled frequency.
- Coordinate and conduct city-wide distribution system sampling for bacteriological and chemical parameters.
- Respond to customer complaints by determining the appropriate type and location of samples to collect and facilitate the collection of samples to assess water quality of concerned customer.
- Conduct field tests, including use of multi-parameter analyzers and other meters to assess water quality conditions.
- Obtain water samples from various locations, including source water and treatment process sites, and perform routine chemical/physical analyses

including, but not limited to pH, total and calcium hardness, alkalinity, and chlorine residual according to standard quality control guidelines.

- Maintain complete and accurate records of water sampling and analysis.
- Provide microbiological program assistance by preparing and conducting basic microbiological testing procedures.
- Ensure that media and supplies are available and readied at all times for analysis of microbiological samples, including preparation of bacteriological media and chemical reagents, sterilization of glassware, media, and waste, and other general tasks.
- Under direction of Water Quality Operations Manager, participate in applied research projects.
- Conduct bench chemical and physical test and Quality Assurance/Quality Control (QA/QC) tests which are not part of routine microbiological procedures.
- Operate and maintain bench equipment.
- In the absence of the microbiologist, track the number of required monthly samples and monitor progress towards completion in order to meet state and federal regulations.

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

- Water Plant Section employees are considered “essential” and must report to work no matter the weather conditions or emergency event.
- Must be able to wear appropriate safety equipment including safety shoes, glasses, and hearing protection.
- Must be able to work mandatory overtime and respond to emergency call-outs when needed.
- Must be able to work outdoors in all types of weather conditions for extended periods of time.
- Water treatment plants are deemed critical infrastructure and require employees to adhere to strict security procedures.
- Must be able to work varying shifts, including weekends and holidays, to meet the 24/7 oversight of the treatment process.
- Must be able to travel throughout the Milwaukee Water Works (MWW) service area to collect samples, including collection at customer homes.

MINIMUM REQUIREMENTS

1. Associate's degree in biology, chemistry, water technology or a closely related field.

OR

Two years of experience working in a water treatment, chemical, industrial, commercial, or medical laboratory performing basic sample analysis.

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

Equivalent combinations of education and experience may be considered.

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

- Knowledge of sample analysis as performed in a water treatment, chemical, industrial, commercial, or medical laboratory.
- Knowledge of proper lab techniques including standard methods and basic grab sampling procedures to monitor process control.
- Verbal communication skills to communicate effectively with co-workers, management and members of the public.
- Interpersonal skills to be diplomatic, tactful and courteous with co-workers, customers and the public, especially in adverse situations.
- Exceptional customer service skills to interact with customers in their homes concerning the quality of the water.
- Ability to use standard computer applications, including word processing and spreadsheet software and databases to enter and review lab orders.
- Ability to take initiative and work independently with minimal supervision.
- Ability to complete assigned duties and projects by strict deadlines to maintain compliance with water quality regulations.
- Ability to follow written and verbal directions, standard operating procedures, and processes for accurate and complete sample collection and transit.
- Ability to accurately record and review lab results to ensure consistent control of water treatment plant processes.
- Ability to read and interpret maps to navigate throughout the Milwaukee Water Works service area.
- Ability to complete required forms clearly, accurately, and completely.
- Ability to work well under pressure while responding to customer complaints.

- Ability to problem solve and take charge as needed to mitigate problems.
- Ability to perform all work assignments safely.
- High ethical standards.

CURRENT SALARY

The current starting salary (Pay Range 5DN) for City of Milwaukee residents is **\$36,252** annually, and the non-resident starting salary is \$35,363 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 **July 5, 2018**. 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.

BENEFITS

The City of Milwaukee provides a comprehensive benefit program which includes:

- 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/Benefits2018>.

CONCLUSION

EEO = 501

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