

WATER MICROBIOLOGIST - SENIOR

Recruitment #2102-1911DC-001

List Type	Original
Requesting Department	DPW-WATER-WATER QUALITY
Open Date	2/17/2021 4:35:00 PM
Filing Deadline	3/11/2021 11:59:00 PM
HR Analyst	Jeff Harvey

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INTRODUCTION

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.

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.

Milwaukee Water Works

PURPOSE

The Water Microbiologist-Senior performs specialized microbiological analyses in accordance with state and federal regulations and local standards. This position will work directly with the Water Quality Manager to assess new techniques to meet the changing needs of the water treatment plant and to anticipate and address emerging microbiological contaminants (e.g. premise plumbing pathogens) that may become regulated or affect public health.

ESSENTIAL FUNCTIONS

Research and Compliance

- Plan, develop, and implement new technology for research and regulatory compliance purposes.
- Draft and review standard operating procedures for new methods, protocols, and standard laboratory procedures.
- Apply Quality Assurance and Quality Control (QA/QC) as described under the Water Quality laboratory certification program.
- Oversee Water Quality certification to ensure daily compliance monitoring and sampling,, including certification recording and tabulating proficiency results; recording performance of each analyst and maintaining all equipment and calibration data for laboratory audits.

Laboratory Operations

- Operate, maintain, and troubleshoot all microbiological equipment, including autoclaves, incubators, refrigerators, and freezers.
- Analyze water samples from the following sources to address compliance, customer concerns and research demands: surface water, process and treated water, finished and distribution water.
- Act as team lead for the Water Quality Laboratory including assigning duties, setting performance standards, providing guidance and training to staff, and monitoring work in progress.
- Review the work of lab staff to ensure that the required number of samples are collected, tested, and recorded.
- Train microbiological staff and chemists assigned to projects and programs of the Microbiology portion of the Water Quality Laboratory in micro- and molecular biology techniques, methods, troubleshooting procedures, data processing, reporting, and QA/QC protocols.
- Ensure accuracy of test results by checking that quality control procedures are continuously followed.
- Maintain a safe working environment and respond to emergency situations as needed.
- Assist in establishing work assignments for microbiological projects, maintain current records of projects, and advise Water Quality management of emerging microbiological concerns.

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

- Water plant section employees are considered “essential” and must report to work no matter the weather conditions or emergency event. Employees must respond when called for after-hours emergencies by reporting onsite and conducting necessary work to resolve the emergency.

MINIMUM REQUIREMENTS

1. Bachelor’s degree in Microbiology or a closely related field from an accredited college or university.
2. Four years of professional experience in an environmental laboratory performing duties related to this position.
3. Valid driver’s license at time of appointment and throughout employment.
4. State of Wisconsin Department of Natural Resources Surface Water Municipal Water Supply Operator Certification within 12 months of employment and maintain throughout employment.

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.

KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

Technical

- Knowledge of proper sample collection and preservation techniques, aseptic technique, pipetting and other microbiological tools.
- Knowledge of specimen transfer and molecular techniques.
- Knowledge of standard operating procedures required for DNR compliance, Wisconsin laboratory certification and advanced microbiological techniques such as polymerase chain reaction (PCR) and microscopy.
- Skill in the use of computer software such as Microsoft Office and Computerized Maintenance Management System to enter and review lab orders and recording.
- Ability to work with laboratory equipment such as hot water baths, centrifuges, thermocyclers and gel electrophoresis.
- Ability to analyze and review lab results accurately.
- Ability to consistently monitor process control of the water treatment plant.
- Ability to stay current with all of the regulations pertaining to compliance monitoring.
- Ability to read and interpret primary literature to consistently improve lab effectiveness.
- Ability to understand, interpret and apply regulatory requirements, including QA/QC protocols and procedures.

Communication and Interpersonal

- Written communication skills, including the ability to prepare reports.
- Ability to communicate verbally with individuals at all levels inside and outside the organization.
- Ability to work cooperatively with people whose backgrounds may differ from one's own.

Judgment and Responsibility

- Ability to provide work supervision by assigning duties, setting performance standards, providing guidance and training, and monitoring work in progress.
- Ability to analyze and evaluate information to solve problems.
- Ability to consistently display high ethical standards to report accurate lab results and to ensure regulatory compliance at all times.
- Ability to plan, organize, and prioritize work to achieve objectives within deadlines.

CURRENT SALARY

The current salary range (2HN) is \$58,608- \$76,806 annually, and the resident incentive salary range for City of Milwaukee residents is \$60,336- \$79,110 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 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/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

APPLICATION INSTRUCTIONS:

- Applications and further information can 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, call 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"