

ENGINEERING TECHNICIAN VI

Recruitment #1602-1889-001

List Type Transfer/Promotional

Requesting Department DPW-INFRASTRUCTURE-ELECTRICAL

Open Date 3/4/2016

Filing Deadline 3/28/2016 11:59:00 PM

HR Analyst Lindsey O'Connor

Introduction

THIS POSITION IS ONLY OPEN TO CURRENT CITY OF MILWAUKEE EMPLOYEES

Purpose

The Engineering Technician VI coordinates the design of electrical circuitry and street lighting equipment for the City's Capital Improvement Program, specialty lighting projects, development projects and coordinate work with projects from other government agencies.

Essential Functions

- Conducts and coordinates all aspects of street lighting systems design related to the City's street lighting capital improvement program, specialty/architectural lighting projects, streetscape improvements, land development projects and other special electrical projects.
- Coordinates and prepares the development of plans, cost estimates and work orders for all phases of the installation of electrical facilities by electrical services shop personnel.
- Directs the planning and design of circuitry, power distribution panels, and lighting levels, as well as the selection of appropriate lighting equipment and materials.
- Coordinates and prepares the development of lighting plans and specifications to be let to contract.
- Assist in the training of other City staff in City lighting practices and procedures.
- Prepare preliminary cost estimates for various specialty lighting projects or potential land developments.
- Conduct research and analyze data for the preparation of various engineering reports, and assists in the preparation of periodical billings for electrical energy, maintenance and other City services for City and other outside agencies.

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.

Minimum Requirements

1. Regular status as a City of Milwaukee employee, having successfully completed a probationary period for a civil service position.
2. Five years of professional experience in electrical engineering, street lighting design or related field experience with at least two years of experience as an Engineering Technician V or higher with the City of Milwaukee.

Equivalent combinations of education and experience may be considered.

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

Knowledges, Skills, Abilities & Other Characteristics

- Knowledge of National Electrical Code and design.
- Knowledge of National Electrical Safety Code.
- Knowledge of the Wisconsin Electrical Code.
- Knowledge of street lighting systems design.
- Knowledge of electrical construction practices.
- Judgment and decision making skills to consider relative costs and benefits of actions and choosing the most appropriate one.
- Analytical skills to identify complex problems and reviewing related information to develop and evaluate options and implement solutions.
- Organizational skills to manage time frames and schedules to meet competing deadlines.
- Oral communication skills to effectively communicate ideas to internal and external customers.
- Written communication skills to create business correspondence and reports to effectively communicate technical information regarding projects.
- Active listening skills to understand information and ideas presented.
- Customer service skills to tactfully and respectfully handle complaints and requests from the public and elected officials.
- Interpersonal skills to effectively develop and maintain relationships with stakeholders including elected officials, the public, co-workers and other City departments.
- Ability to supervise, assign and review work of others.
- Ability to coach, mentor, and train department staff to support the organization's mission and core values.
- Ability to read and understand information and ideas presented in writing.
- Ability to utilize MS Office suite software to track, analyze, interpret, and communicate business information.
- Ability to negotiate with different groups concerning business related topics.
- Ability to discuss sensitive or confidential topics with subordinates, superiors, and business partners.

Current Salary

The starting salary (PG 2IN) for City of Milwaukee residents is \$58,462 and for non-residents is \$57,028. Appointment above the minimum is possible based on the salary ordinance guidelines.

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 and the Department of Public Works – Infrastructure Services Division reserve 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.

- **NOTE:** Transfer/Promotional Opportunities and Promotional Examinations are not open to Milwaukee Public Schools employees or to the public. Only current non-probationary City of Milwaukee employees and civilian personnel in MFD and MPD hired through a City Service Commission process will be considered. Individuals with exempt, provisional, temporary or emergency appointments are not eligible for transfer.
- **NOTE:** The City's residency requirement set forth in City Charter 5-02 is under litigation. Even though the City is legally able to enforce the current residency requirements based on a recent Wisconsin Court of Appeals decision, the City has agreed to continue to suspend enforcement of the ordinance until the Wisconsin Supreme Court issues a final decision. If the Wisconsin Supreme Court affirms the Court of Appeals decision, the City intends to fully enforce the residency requirement for all employees. Consequently, employees who disregard the requirements of the ordinance do so at their own risk. Applicants for City of Milwaukee positions should understand the City's commitment to its residency requirement. During this period of uncertainty it is important to take that into account when submitting an application and more importantly when deciding to accept an employment offer. Please contact (414) 286-3751 if you have questions regarding your individual circumstances as part of the application and/or selection process

INITIAL FILING DATE – The examination will be held as soon as practical after **March 28, 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.

Additional Information

APPLICATION INSTRUCTIONS

- APPLICATIONS and further information may be accessed by visiting, <http://city.milwaukee.gov/jobs>
- Applications, resumes 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 at City Hall, 200 E. Wells St, Room 706, Milwaukee, WI 53202.