



Milwaukee Water Works

Cavalier Johnson
Mayor

Jerrel Kruschke
Commissioner, Dept. of Public Works

Patrick W. Pauly
Superintendent, Milwaukee Water Works

February 13, 2026

Board of City Service Commissioners
c/o Department of Employee Relations
VIA EMAIL (DERCSC@milwaukee.gov)

RE: Request to Extend Temporary Appointments – Korea Dalton, Levar Wells and Deviell Burks
Water Distribution Investigator

Dear City Service Commissioners:

Milwaukee Water Works (MWW) respectfully requests extensions of the temporary appointments of Korea Dalton, Levar Wells and Deviell Burks to the position of Water Distribution Investigator.

Each employee was temporarily appointed to the position on November 23, 2025, which is set to expire on February 28, 2026. If granted, these would be the first extension to each appointment.

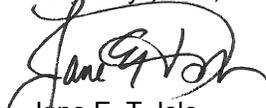
These positions conduct investigations into water leaks with the MWW distribution system and respond to both emergency and routine work orders, which involve locating and controlling water leaks to reduce potential damage and reporting their findings for necessary repairs.

MWW currently has one (1) vacancy, holds position authority for one (1) auxiliary position and has one (1) incumbent in the position on an extended leave. These temporary appointments were made following an MWW-wide transfer/promotional recruitment to give several individuals an opportunity to learn the role and supplement regular staffing levels during winter operations. MWW intends to move forward with a regular appointment to fill the vacancy this spring.

As such, MWW requests a 90-day extension of these temporary appointments, which would result in a new expiration date of June 6, 2026.

Thank you for your consideration. If you have any questions or concerns, please contact me at x2802 or jeislo@milwaukee.gov.

Very truly yours,



Jane E. T. Islo
Water Works Administration Manager

Attachments

- Notices of Temporary Appointment (3)
- Temporary Appointee Statements of Understanding (3)
- Job Description – Water Distribution Investigator
- Resumes (3)



Department of Employee Relations
 200 E. Wells Street, Room 706
 Milwaukee, WI 53202-3554



R. 07.08.19

NOTICE OF TEMPORARY APPOINTMENT

Rule IX, Section 2 of the Civil Service Rules allows a department to appoint a person to a position on a temporary basis. A temporary appointment may be appropriate when services are for a limited period, or during the leave of absence of an employee who plans to return to the service of the city. Therefore a temporary appointment is limited to a period of 90 days, unless an extension is authorized by the City Service Commission.

When making an employment offer for a temporary appointment, the appointing officer must submit this completed form to DER no later than the close of the pay period in which the temporary appointment has been made. All temporary appointees must meet the minimum requirements established for the position to which the individual is appointed.

SEND COMPLETED FORM AND SUPPORTING DOCUMENTATION TO DER, CITY HALL, ROOM 706 OR DERCERTIFICATION@MILWAUKEE.GOV

TEMPORARY APPOINTMENT / APPOINTEE DETAILS			
DEPARTMENT/DIVISION	LAST NAME	FIRST NAME	INITIAL
AUTHORIZED POSITION TITLE		PAY RANGE	F&P COMMITTEE APPROVAL DATE
UNDERFILL TITLE (IF APPLICABLE)		PAY RANGE	REQUISITION #
UNDERFILL TITLE (IF APPLICABLE)		PAY RANGE	WAS THE INDIVIDUAL HIRED FROM AN ELIGIBLE LIST? Yes No If yes, Referral #
REASON FOR TEMPORARY APPOINTMENT During Leave of Absence of an employee who is expected to return To perform services of a temporary nature and for a limited period	EFFECTIVE DATE	ANTICIPATED EXPIRATION DATE	T.A. RATE OF PAY
ATTACH A COPY OF THE CURRENT JOB DESCRIPTION & A RESUME IN ADDITION TO COMPLETING THE INFORMATION BELOW			
PROVIDE AN EXPLANATION OF WHY THE TEMPORARY APPOINTMENT IS NEEDED:			
EXPLAIN HOW THE INDIVIDUAL WAS SELECTED FOR THE APPOINTMENT, INCLUDING THE SELECTION PROCESS USED AND IF NOT FROM AN ELIGIBLE LIST, HOW THE INDIVIDUAL WAS IDENTIFIED AS A POTENTIAL TEMPORARY APPOINTEE:			
PROVIDE INFORMATION TO DEMONSTRATE HOW THE INDIVIDUAL MEETS THE MINIMUM REQUIREMENTS:			
<u>TRAINING AND EDUCATION:</u>	<u>WORK EXPERIENCE:</u>	<u>OTHER REQUIREMENTS (i.e. LICENSES)</u>	
IS THIS INDIVIDUAL A CURRENT CITY OF MILWAUKEE EMPLOYEE? Yes No	IF YES, CURRENT DEPARTMENT:	CURRENT POSITION TITLE:	EMPLOYEE ID NUMBER:
IS THE INDIVIDUAL BEING GIVEN THIS TEMPORARY APPOINTMENT RELATED BY BLOOD OR MARRIAGE TO THE APPOINTING OFFICER, ANY MEMBER OF THE APPOINTING BOARD OR BODY, DIRECT SUPERVISOR, OR TO ANY ELECTIVE OF APPOINTEE CITY OFFICIAL? (Refer to CSC Rule VIII, Section 10 regarding nepotism.) No Yes – Explain Relationship			
THIS TEMPORARY APPOINTMENT IS MADE IN ACCORDANCE WITH RULE IX, SECTION 2 OF THE CITY SERVICE COMMISSION AND IS LIMITED TO A PERIOD OF 90 DAYS UNLESS AN EXTENSION IS APPROVED BY THE COMMISSION.			
REPORTING OFFICER	SIGNATURE	TITLE	DATE
APPROVING OFFICER	SIGNATURE	TITLE	DATE
THIS SECTION FOR DER REVIEW			
DER REVIEW COMPLETED BY:	SIGNATURE	TITLE	DATE



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TEMPORARY APPOINTEE STATEMENT OF UNDERSTANDING

Rule IX, Section 2 of the Civil Service Rules allows a hiring authority to appoint a person to a position on a temporary basis. A temporary appointment may be appropriate when services are for a limited period, or during the leave of absence of an employee who plans to return to the service of the city. Therefore a temporary appointment is limited to a period of 90 days, unless an extension is authorized by the City Service Commission.

SECTION I. TO BE COMPLETED BY HIRING AUTHORITY – PLEASE TYPE OR PRINT LEGIBLY

APPLICANT NAME (last, first, middle)		DATE
Wells, Levar		02/12/2026
POSITION TITLE	PAY RANGE	RATE OF PAY
Water Distribution Investigator	8GN	\$2,350.97

SECTION II. TEMPORARY APPOINTEE STATEMENT OF UNDERSTANDING

I understand that if I am appointed to the position described above on a temporary basis, that I must meet the requirements for the position. I further understand that this temporary appointment may expire at any time and is limited to a period of 90 days, unless an extension at the request of the hiring authority is approved by the City of Milwaukee Civil Service Commission.

I understand that as a temporary appointee I am ineligible for paid holidays, sick leave, vacation or other benefits while serving on this temporary appointment, and that this temporary appointment shall not confer upon me any privilege of regular appointment. (Note: A current City of Milwaukee employee who accepts a temporary appointment to a different position retains his/her current benefits and civil service status).

I understand that if I wish to be considered for regular employment I must compete in a Civil Service examination for the position, and must pass the examination with a grade which shall place me among the top five scores on the eligible list in order to be eligible to interview for regular appointment to the position.

I understand that acceptance of a temporary appointment will not affect my rights to certification for permanent appointment to any position for which I am currently on an eligible list for.

In accordance with Civil Service Rule VIII, Section 10, concerning nepotism, I hereby certify that I am not related, either by blood or through marriage, to the appointing officer or to any member of the appointive board or body or to any direct superior or to any elective or appointive City official. (This includes relative of both whole and half blood, and extends to persons as closely related as first cousins when the relationship is by blood, or more closely related than first cousins when the relationship is through marriage, and includes the cases of husbands of sisters-in-law and wives of brothers-in-law).

A Rule IX, Section 2, temporary appointee who is on an eligible list may be considered for future regular appointment when the appointee ranks among the certifiable highest eligible on the list, or compete in a future examination.

Levar Wells

02/12/2026

Temporary Appointment Applicant Signature

Date Signed

Syreeta Woodley

Syreeta Woodley

Witness Name (Print)

Witness Signature



Department of Employee Relations
 200 E. Wells Street, Room 706
 Milwaukee, WI 53202-3554



R. 09.04.14

TEMPORARY APPOINTEE STATEMENT OF UNDERSTANDING

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SECTION I. TO BE COMPLETED BY HIRING AUTHORITY – PLEASE TYPE OR PRINT LEGIBLY

APPLICANT NAME (last, first, middle) Burks, Deviell		DATE 02/12/2026
POSITION TITLE Water Distribution Investigator	PAY RANGE 8GN	RATE OF PAY \$2,350.97

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Temporary Appointment Applicant Signature

2/12/26

Date Signed

Syreeta Woodley

Witness Name (Print)

Witness Signature

Deviell Burks



Professional Summary

I'm highly motivated and a hard worker. I'm currently a repair worker 1. I have over 3 years experience with the water department and as a water distribution investigator...

I have the knowledge on investigating leaks and the understanding & importance of doing a thorough investigation. Such as where the leak is coming from, either the curb stop, the main gate valve, or hydrant gate valve.

I'm skilled at working with others and valuing the importance of respecting the customer's as well as people of the community. I'm always open to learn more skills and teach others .

Work Experience

City Bus Operator

MCTS-Milwaukee, WI

January 2024 to May 2024

- Operated large passenger vehicle
- Perform pre trip safety checks
- Assisting passengers with boarding and exiting
- Communicated with dispatchers and the community passengers
- Maintain safe driving records

Machine Operator/Assembler

Wenthe-Davidson Engineering Co-Milwaukee, WI

December 2023 to January 2024

- Operated and maintained various types of machines, including but not limited to CNC machines, lathes, mills, and presses
- Maintained inventory levels of raw materials or supplies required for machine operation
- Safely operated heavy machinery following established safety guidelines at all times
- Followed blueprints, work orders, or other specifications to set up machines for production runs

Water Distribution Repair Worker 1

DPW Milwaukee Water Works-Milwaukee, WI

April 2019 to February 2022

- Operated and maintained water treatment and distribution systems to ensure the delivery of safe and clean drinking water to customers
- Monitored water quality parameters such as pH levels, chlorine residual, turbidity, and temperature on a regular basis
- Performed routine inspections of equipment, pipelines, valves, and meters to identify any leaks or malfunctions
- Responded promptly to customer complaints regarding water quality or service interruptions, resolving issues in a timely manner

- Conducted regular maintenance tasks including lubrication, filter replacements, pump repairs, and valve adjustments

Sanitation Worker

Kenosha Beef-Kenosha, WI

February 2017 to January 2019

- Operated and maintained sanitation equipment, including cleaning machines, pressure washers, and chemical dispensing systems
- Performed routine inspections of sanitation equipment to identify any malfunctions or defects
- Maintained inventory of cleaning supplies and chemicals, ensuring an adequate supply at all times
- Followed strict safety protocols to ensure a clean and hazard-free work environment
- Completed daily sanitation tasks within designated timeframes while maintaining high quality standards

Carpenter Apprentice

Olympic Drywall-Waukesha, WI

April 2011 to January 2015

- Utilized a variety of tools and equipment such as saws, drills, sanders, and routers to complete carpentry projects
- Read blueprints, drawings, and sketches to accurately measure materials needed for each project
- Installed doors, windows, trim work, and molding with attention to detail for a polished finish
- Collaborated with other tradespeople such as electricians and plumbers to ensure seamless integration of carpentry work into larger projects
- Performed precise measurements and cuts to ensure proper fitment of materials

Water Technician

Education

High school diploma

Learning Enterprise-4744 n. 39th st

September 1996 to June 1997

High school diploma

Learning Enterprise-Milwaukee, WI

September 1996 to June 1997

Skills

- Door Hanging
- Blueprint Reading
- Drywall
- Machining
- Bus driving - Bus driving experience (1-2 years)
- Handyman
- Carpentry
- Class B CDL's

- Van driver

Certifications and Licenses

CDL

KOREA DALTON

Objective

Highly motivated and experienced Water Distribution Repair Worker with a strong record of accomplishment in conducting efficient investigations for emergencies and routine responses. Skilled in identifying, examining, and controlling water leaks to minimize damage potential and swiftly assess their sources. Proficient in communicating findings for infrastructure repairs and promptly responding to customers' water service requests. Possessing exceptional aptitude in interpreting plat maps, GIS, and construction prints, while utilizing advanced technology such as computers, tablets, and water quality field testing equipment. Proven ability to work outdoors in all weather conditions with unwavering dedication.

Education

General Education
Diploma

Milwaukee Area
Technical College

Certification

Commercial Driver
License

BCD Tanker

Water Distribution Repair Worker

Milwaukee Water Works 2018 - Present

- Conduct investigations for emergencies and routine responses; examine and control water leaks, reduce damage potential, and assess the source of water leaks. To communicate findings for infrastructure repairs. Respond to customer's request for water services as needed. Interpret plat maps, GIS and construction prints. Utilize computers, tablets, and water quality field testing equipment.
- Compose written investigation reports, input data into the appropriate MWW software for electronic submittal. Communicate with customers, management, and office staff of findings. Resolve critical issues pertaining to water issues in a timely manner.
- Work outdoors in all types of weather conditions, at all hours, and throughout the entire Milwaukee Water Works service area.
- Repair, maintain and install water mains, pipe joints, valves, services, hydrants, and branches.
- Determines water shut-off and affected customers. Operate valves & curb stops to determine location, description and origin of leaks.
- Developed knowledge of plumbing, water distribution systems, and underground construction.
- Safely operate and maintain construction equipment including backhoe, end loader, drill rig, electronic leak locators, dump trucks, utility vans, valve operators, travel and guillotine saws, branch and tapping machines, etc.

Sewer Laborer

City of Milwaukee Sewer Department 2007 – 2018

- Lead 2-person hand crew in the removal of 3-5 course of brickwork in assigned areas using high power tools such as; air hammer, chipper and other hand tools.
- Climb into and out of sewer holes to perform sewer cleaning and repair. Repairing and accessing manholes and broken laterals.
- Direct hand crew with laying down PVC piping. Use manhole hooks to lift and carry manhole covers weighing from 50 to 100 pounds; assist in placing precast manholes and catch basins.
- Perform manual tasks, including mixing mortar or cement, carrying buckets weighing up to 50 pounds, pulling and dragging hoses, and cleaning coagulation basins, filter beds, and tanks.

Levar Wells

Energetic and detailed oriented assembler who has demonstrated expertise in producing components. This is done by efficiently and accurately assembling parts and subassemblies. Ability to follow complex machine and component assembly instructions. Recognized for working independently as well as collaboratively.

CORE COMPETENCIES

Supervision	Utility Infrastructure Operations	Subassemblies Management
Parts Positioning	Maintenance	Heavy Equipment Operation
Supplies Maintenance	Resources Conservation	Instruments Control
Quality Focus	Mechanical Inspections	Troubleshooting
Forklift License & Training	Human Relations	Information & Referral

EDUCATION

High School Diploma 1997
John Marshall High School

EXPERIENCE

Milwaukee Water Works

Investigator/Water Repair Worker II 5/2024 -

- Using grabbers, hooks, magnets, and other tools, maintain access boxes by aligning the box, raising/lowering to proper grade, and cleaning of debris and other obstacles, gate turning, and trouble shooting
- Expose boxes using methods, including digging, breaking pavement, and chopping roots.
- Operating curb valves, and air vents; exercise curb stop and other valves by selecting the proper wrench and applying appropriate pressure and technique.
- Use a pipe locator to pinpoint MWW structures.
- Locate, thaw, make appurtenances operable and provide emergency hose connections for Meter Services staff, private plumbers or in advance of repair crew activities.
- Determining main breaks and services repairs hydrants

Safeway Bus Company

Driver 11/2023

- Transport students to and from school

Hands of Grace

Maintenance Technician 10/2022 -

- Worked with multiple teams on a variety of residential projects, including doors, windows, remodels, underground on plumbing repairs
- Clearing and preparing a site, bracing and other structures and operating concrete mixers
- Work unsupervised while performing quality repairs to HVAC, electrical and plumbing
- Diagnoses and troubleshooting problems
- Finish work and occasional property turnover
- Building scaffold, demolition, heavy machinery, drain tile replacement

**Wenthe-Davidson
CNC Operator**

10/ 2016 – 9/2020

- Operated CNC machines and loaded and unloaded parts, minor machine offsets, minor tool changes, debarred, measured, and documented quality records.
- Set control and regulate speed, feed, coolant flow and angle of cut.
- Identified machine malfunctions and resolved them.
- Compared numerical displays with process sheet data to verify dimensional adjustments.
- Manipulated dials, switches override program and correct machine performance.
- Ensured specifications compliance of first run piece and spot check succeeding pieces.
- Verified machine settings and programmed control data for accuracy.

American Signal Corporation

3/2015 – 6/2015

- Positioning all required parts and subassemblies by ensuring that all measurements are considered
- Assemble components after examining that all connections are correctly fit and fasten parts and subassemblies properly
- Alter dimensions to fit specifications appropriately and verify that all specifications have been taken into consideration
- Troubleshoot malfunctions and ensure that repairs are done in a manner so that downtime is minimum
- Forklift Driver

**Top Class Barber Shop
Professional Barber**

6/2001 – 3/2015

- Schedule clients' appointments and accommodate the client's needs
- Providing applicable customer service and suggesting the best suitable hair style
- Providing haircuts, trims, layers, and style hairs, massage neck, back and head
- Maintaining toiletries that are needed to ensure cleanliness and up-to-code procedures
- Making sure all equipment is up to state code
- Supervision of the Barber and Cosmetologists on site.
- Maintain the finances to ensure proper spending

**United Mailing Services
Mail Carrier and Driver**

10/1999 – 12/1999

- Delivering and picking up mail Sheboygan and surrounding areas
- Making drops offs in a timely manner

JOB DESCRIPTION

FOR DER USE ONLY	
Vacancy No.	
City Service Commission:	Finance Committee:
Fire & Police Commission:	Common Council:

Instructions: Complete all sections. Refer to the *Guidelines for Preparing Job Descriptions* for instructions on completing specific items.

1. Date Prepared/ Revised: 07/21/2024		2. Present Incumbent: Standard		Is incumbent underfilling position?	
3. Date Filled:		4. Previous Incumbent:		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. Department: Public Works, Dept. of		Bureau: Division: Water Works		Unit: Field Operations Section: Distribution	
6. Work Location: 3850 N. 35th Street		Telephone: Email:		Work Schedule: Hours: 8:00am - 4:00pm, 4:00pm - 12:00am or 12:00am-8:00am Days: Monday - Friday	
7. Represented by a Union? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		8. Bargaining Unit: Non-Mgmt/Non-Rep If in District Council 48, which local?		9. FLSA Status (check one): <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Non-Exempt	
10.	Official Title: Water Distribution Investigator			Pay Range	Job Code
	Underfill Title (if applicable):			8GN	1043DC
	Requested Title (if applicable):				
Recommended Title (DER Use Only):			Approved by: Date:		

11. BASIC FUNCTION OF POSITION:

This position conducts investigations into water leaks within the Milwaukee Water Works (MWW) distribution system, which involves controlling the leak to reduce potential damage, examining and assessing the source of leaks, and reporting findings for necessary repairs. The position responds to both emergency and routine work orders, including requests for turn-on and turn-offs of water service, and locates distribution system infrastructure and appurtenances to gather and/or confirm information needed for repair.

12. DESCRIPTION OF JOB (Check if description applies to **Official Title** or **Underfill Title**):

A. ESSENTIAL FUNCTIONS/Duties and Responsibilities: (Refer to the "Guidelines for Preparing Job Descriptions" for instructions on determining Essential Functions.)

% of Time	ESSENTIAL FUNCTION
35	<u>Leak Investigation</u> <ul style="list-style-type: none"> Perform thorough investigation into reports of water leaks and other concerns such as low water pressure, no water service, dirty water, plumbing sound/noise, air in the pipe, water entering buildings, tunnel or sewers. Provide appropriate information to customers regarding issues that are traced to the privately-owned portion of the water service. Operate valves and curb stops to ascertain whether the source of the leak is a water main, joint, valve, hydrant or the public or private side of a water service. Conduct flushing and blow-outs of valve and service access boxes, etc., as necessary to thoroughly complete investigations. Take water samples for water quality and/or source identification and deliver to the appropriate Water Quality laboratory.
35	<u>Leak Location and Flow Control</u> <ul style="list-style-type: none"> Conduct leak location using mechanical or electronic means, pipe locating. Locate and mark water distribution appurtenances for repair crews and/or contractors. Consult maps and other documents to determine customer impacts and possible method for controlling leak. Take appropriate steps to control leaks in order to reduce hazards and limit property damage and water

The above statements are intended to summarize the nature and level of work and typical responsibilities and duties being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities, duties, and tasks required of the position.

% of Time	ESSENTIAL FUNCTION
	loss. <ul style="list-style-type: none"> • Operate valves for supervisors and contractors, as needed, in conjunction with water construction projects or to control leaks. • Respond to requests for assistance at multiple alarms fires to perform water shutoffs, address hydrant issues and resolve concerns involving the water supply or sources.
15	<u>Preventative and Demand Maintenance Activities</u> <ul style="list-style-type: none"> • Perform valve exercising activities for regulatory compliance and to ensure valves are in proper on/off position, functioning properly and operable, when necessary. • Perform hydrant flushing for regulatory compliance, to maintain required disinfection levels in a system area and to ensure hydrants are operable, when necessary. • Maintain equipment and vehicles with proper tools, parts and materials to perform various field activities. • Monitor water repair worksites to ensure proper safety and traffic control and replace any damaged or missing barricades or lights, as needed. • <u>Examine previous pavement or sidewalk cuts for settling and report any unsatisfactory conditions.</u>
10	<u>Work Order Management and Recordkeeping</u> <ul style="list-style-type: none"> • Communicate with the MWW Control Center, office support staff and/or supervisor regarding investigation results, action(s) taken and required and other information if needed to determine an appropriate course of action. • Report situations that require immediate corrective action or future follow-up to the MWW Control Center or supervisor on duty. • Complete work orders and related paperwork, including request forms and activity reports. • Enter information into enQuesta Link mobile software and the asset management system using a mobile device. • Note corrections to maps and other utility records.

B. PERIPHERAL DUTIES:

% of Time	PERIPHERAL DUTY
5	<ul style="list-style-type: none"> • Act as a lead worker for certain work assignments and perform other duties as assigned.

C. NAME AND TITLE OF IMMEDIATE SUPERVISOR:

Water Field Supervisor

D. SUPERVISION RECEIVED: (Describe the extent to which work assignments and methods are outlined, reviewed, and approved by this position's supervisor.)

This position works under general supervision, with the incumbent performing complex duties within established policy guidelines.

E. SUPERVISION EXERCISED:

Total number of employees for whom responsible, either directly or indirectly = **0 -1**.

Direct Supervision: List the number and titles of personnel directly supervised. Specify the kind and extent of supervision exercised by indicating one or more of the following:

a. Assign duties	e. Sign or approve work	
b. Outline methods	f. Make hiring recommendations	
c. Direct work in progress	g. Prepare performance appraisals	
d. Check or inspect completed work	h. Take disciplinary action or effectively recommend such	
Number Supervised	Job Title	Extent of Supervision Exercised (Select those that apply from list above, a - h)
1	Water Repair Worker 1, 2 or 3	b, c, d

F. MINIMUM QUALIFICATIONS REQUIRED: (Indicate the MINIMUM qualifications required to enter the job.)

- i. Education and Experience:
Two (2) years of experience performing underground water construction, maintenance or repair work.
- ii. Knowledge, Skills and Abilities:
Technical

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- Knowledge of water distribution system piping and appurtenances and basic plumbing.
- Ability to use hand tools, pneumatic tools and other equipment common to water system investigation, maintenance and repair.
- Ability to operate construction equipment.
- Ability to read and understand job-related documents such as policies, procedures and manuals.
- Ability to perform mathematical calculations.
- Ability to learn and use the work order and asset management systems.
- Knowledge of and commitment to safe work principles and practices.

Communication, Customer Service and Teamwork

- Verbal communication skills to effectively respond to assignments and communicate technical information to non-technical audiences.
- Ability to work effectively as a crewmember in a team environment.
- Ability to interact with others diplomatically, courteously and professionally, even during adverse or otherwise stressful situations.
- Ability to enter homes and businesses to conduct leak and related investigations.
- Ability to work cooperatively and fairly with people whose backgrounds may differ from one's own.

Judgment and Problem Solving

- Ability to organize and manage time to achieve objectives within specific deadlines.
- Problem-solving skills and ability to handle multiple priorities.
- Ability to effectively investigate, troubleshoot and resolve issues involving the water distribution system.
- Ability to remain calm under pressure, adapt to rapidly changing conditions and exercise good judgment under both normal and emergency situations.
- Attention to detail and the ability to maintain accurate records.
- Ability to work independently with minimal supervision.
- Honesty, integrity and the ability to use City resources responsibly.

iii. Certifications, Licenses, Registrations:

- Valid Wisconsin Commercial Driver's License (CDL) Class B within probationary period and throughout employment.

iv. Other Requirements:

- Ability to serve as an "essential employee" who is required to report to work regardless of weather conditions or emergency events.
- Ability to work first, second or third shift schedules.
- Ability to participate in a rotating, on-call schedule and availability to work mandatory overtime and emergency call-out overtime assignments at any time to meet the needs of Distribution Section operations.
- Ability to perform physical activities in the work environment that require agility, including ascending and descending ladders and stairs, walking, standing, crawling, crouching, stooping, kneeling, reaching, balancing, pushing and pulling.
- Ability to perform heavy physical work, exerting up to 100 lbs. of force occasionally and lifting and moving objects weighing up to 50 lbs. frequently.
- Ability to wear appropriate safety equipment including safety shoes, glasses and hearing protection.
- Ability to navigate throughout the MWW customer service area, including Milwaukee, St. Francis, Greenfield, Hales Corners and West Milwaukee.
- Ability to work outdoors in all types of weather conditions for extended periods of time.
- Ability to work in confined and/or underground spaces with limited ingress/egress.

13. PHYSICAL AND ENVIRONMENTAL DEMANDS: TOOLS AND EQUIPMENT USED

The Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008 requires job descriptions to provide detailed information regarding the physical demands required to perform the essential functions of a job; the conditions under which the job is performed; and the tools and equipment the employee will be required to use on the job. Reasonable accommodations may be made to enable qualified individuals to perform the essential duties and responsibilities of the job for each of the categories listed below.

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G. PHYSICAL ACTIVITY OF THE POSITION: (List the physical activities that are representative of those that must be met to successfully perform the essential functions of the job).

CHECK ALL THAT APPLY:

<input checked="" type="checkbox"/>	Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles, and the like; using feet and legs and/or hands and arms. Body agility is emphasized. Check only if the amount and kind of climbing required exceeds that required for ordinary locomotion.
<input checked="" type="checkbox"/>	Balancing: Maintaining body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or erratically moving surfaces. Check only if the amount and kind of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
<input checked="" type="checkbox"/>	Stooping: Bending body downward and forward by bending spine at the waist. Check only if it occurs to a considerable degree and requires full use of the lower extremities and back muscles.
<input checked="" type="checkbox"/>	Kneeling: Bending legs at knee to come to a rest on knee or knees.
<input checked="" type="checkbox"/>	Crouching: Bending the body downward and forward by bending leg and spine.
<input checked="" type="checkbox"/>	Crawling: Moving about on hands and knees or hands and feet.
<input checked="" type="checkbox"/>	Reaching: Extending Hand(s) and arm(s) in any direction.
<input checked="" type="checkbox"/>	Standing: Particularly for sustained periods of time.
<input checked="" type="checkbox"/>	Walking: Moving about on foot to accomplish tasks, particularly for long distances.
<input checked="" type="checkbox"/>	Pushing: Using upper extremities to exert force in order to draw, press against something with steady force in order to thrust forward, downward or outward.
<input checked="" type="checkbox"/>	Pulling: Using upper extremities to exert force in order to draw, drag, haul or tug objects in a sustained motion.
<input checked="" type="checkbox"/>	Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Check only if it occurs to a considerable degree and requires substantial use of the upper extremities and back muscles.
<input checked="" type="checkbox"/>	Fingering: Picking, pinching, typing or otherwise working primarily with fingers rather than with the whole hand or arm, as in handling.
<input checked="" type="checkbox"/>	Grasping: Applying pressure to an object with fingers and palm.
<input checked="" type="checkbox"/>	Feeling: Perceiving attributes of objects such as size, shape, temperature or texture by touching with the skin, particularly that of the fingertips.
<input checked="" type="checkbox"/>	Talking: Expressing or exchanging ideas by means of the spoken word. Those activities which demand detailed or important instructions spoken to other workers accurately, loudly or quickly.
<input checked="" type="checkbox"/>	Hearing: Perceiving the nature of sounds with no less than a 40 db loss. Ability to receive oral communication and make fine discriminations in sound.
<input checked="" type="checkbox"/>	Repetitive Motions: Substantial movements (motions) of the wrist, hands, and/or fingers.
<input checked="" type="checkbox"/>	Driving: Minimum standards required by State Law (including license).

H. PHYSICAL REQUIREMENTS OF THE POSITION: (List the physical requirements that are essential functions of the job.)

CHECK ONE:

<input type="checkbox"/>	Sedentary Work: Exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.
<input type="checkbox"/>	Light Work: Exerting up to 10 pounds of force occasionally and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for sedentary work and the worker sits most of the time, the job is rated for Light Work.
<input type="checkbox"/>	Medium Work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
<input checked="" type="checkbox"/>	Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.
<input type="checkbox"/>	Very Heavy Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

I. VISUAL ACUITY REQUIREMENTS: (List the visual acuity requirements that are essential functions of the job.)

CHECK ONE:

<input type="checkbox"/>	Operators (Electronic Equipment), Inspection, Close Assembly, Clerical, Administrative: This is a minimum standard for use with those whose job requires work done at close visual range (i.e. preparing
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	and analyzing data and figures, accounting, transcription, computer terminal, extensive reading, visual inspection involving small parts, operation of machines, using measurement devices, assembly or fabrication of parts).
<input checked="" type="checkbox"/>	Machine Operators, Mechanics, Skilled Tradespeople: This is a minimum standard for use with those whose work deals with machines where the seeing job is at or within arm's reach. This also includes mechanics and skilled tradespeople and those who do work of a non-repetitive nature such as carpenters, technicians, service people, plumbers, painters, mechanics, etc. (If the machine operator also inspects, check the "Operators" box.)
<input type="checkbox"/>	Mobile Equipment Operators: This is a minimum standard for use with those who operate cars, trucks, forklifts, cranes, and high lift equipment.
<input type="checkbox"/>	Other: This is a minimum standard based on the criteria of accuracy and neatness of work for janitors, sweepers, etc.

J. THE CONDITIONS THE WORKER WILL BE SUBJECT TO IN THIS POSITION:

List the environmental/working conditions to which the employee may be exposed while performing the essential functions of the job. Include scheduling considerations such as on-call for emergencies, rotating shift, etc. **Approximate Percentage of time performing field work: 95%**

CHECK ALL THAT APPLY:

<input type="checkbox"/>	None: The worker is not substantially exposed to adverse environmental conditions (such as typical office or administrative work).
<input checked="" type="checkbox"/>	The worker is subject to inside environmental conditions: Protection from weather conditions but not necessarily from temperature changes (i.e. warehouses, covered loading docks, garages, etc.)
<input checked="" type="checkbox"/>	The worker is subject to outside environmental conditions: No effective protection from weather.
<input checked="" type="checkbox"/>	The worker is subject to extreme cold: Temperatures below 32 degrees for period of more than one hour.
<input checked="" type="checkbox"/>	The worker is subject to extreme heat: Temperatures above 100 degrees for periods of more than one hour.
<input type="checkbox"/>	The worker is subject to noise: There is sufficient noise to cause the worker to shout in order to be heard above the surrounding noise level.
<input type="checkbox"/>	The worker is subject to vibration: Exposure to oscillating movements of the extremities or whole body.
<input type="checkbox"/>	The worker is subject to hazards: Includes a variety of physical conditions, such as proximity to moving mechanical parts, electrical current, working on scaffolding and high places or exposure to chemicals.
<input type="checkbox"/>	The worker is subject to atmospheric conditions: One or more of the following conditions that affect the respiratory system or the skin: Fumes, odors, dust, mists, gases or poor ventilation.
<input type="checkbox"/>	The worker is subject to oil: There is air and/or skin exposure to oils and other cutting fluids.
<input type="checkbox"/>	The worker is required to wear a respirator.

K. MACHINE, TOOLS, EQUIPMENT, ELECTRONIC DEVICES, SOFTWARE, ETC. USED BY POSITION:

List equipment needed to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.)

CHECK ALL THAT APPLY:

<input checked="" type="checkbox"/>	Camera and photographic equipment	<input type="checkbox"/>	Office Equipment (desk, chair, telephone, etc.)
<input type="checkbox"/>	Cleaning supplies	<input type="checkbox"/>	Office supplies (pens, staplers, pencils, etc.)
<input checked="" type="checkbox"/>	Commercial vehicle	<input type="checkbox"/>	Packing materials (boxes, shrink wrap, etc.)
<input type="checkbox"/>	Data processing equipment	<input checked="" type="checkbox"/>	PC equipment (monitor, keyboard, printer, etc.)
<input type="checkbox"/>	Handcart	<input checked="" type="checkbox"/>	PC software
<input checked="" type="checkbox"/>	Hand tools (please list): Wrenches		
<input type="checkbox"/>	Office Machines (check all that apply): <input type="checkbox"/> Copier <input type="checkbox"/> Facsimile <input type="checkbox"/> Calculator <input type="checkbox"/> Cash register		
<input checked="" type="checkbox"/>	Other (please list): Turbidimeter, two-way radio, locating wands		

L. SUPPLEMENTARY INFORMATION: (Indicate any other information which further explains the importance, difficulty, or uniqueness of the position, such as its scope of responsibility related to finances, equipment, people, information, etc. Also indicate success factors such a personal characteristics that contribute to an individual's ability to perform well in the job, and any other special considerations.)

M. I believe that the statements made above in describing this job are complete and accurate.



07/21/2024

Signature of Department Head or Designated Representative

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