



Milwaukee Water Works

Cavalier Johnson
Mayor

Jerrel Kruschke
Commissioner, Dept. of Public Works

Patrick W. Pauly
Superintendent, Milwaukee Water Works

March 27, 2026

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

RE: Request to Extend Temporary Appointment – Armando Lopez
Water Field Supervisor

Dear City Service Commissioners:

Milwaukee Water Works (MWW) respectfully requests an extension of the temporary appointment of Armando Lopez to the position of Water Field Supervisor.

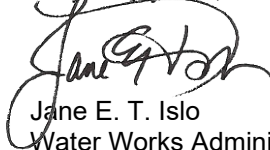
Mr. Lopez was temporarily appointed to the position on February 1, 2026, such that the 90-day appointment expires on April 25, 2026. If granted, this would be a first extension.

MWW holds position authority for one (1) auxiliary Water Field Supervisors (0.5 FTE) in its Meter Services unit to complement the full-time supervisory staff during winter operations, when there is an increase in frozen water service lines and burst water meters due to the cold weather. While winter operations are coming to an end, an incumbent in the title is currently on injury leave and does not yet have a projected return to work date. Therefore, an extension to this temporary appointment will provide continued assistance until the Meter Services supervisory staff is back to full capacity.

As such, MWW requests a 90-day extension of Mr. Lopez's temporary appointment, which would result in a new expiration date of August 1, 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

- Notice of Temporary Appointment
- Temporary Appointee Statement of Understanding
- Current Job Description – Water Field Supervisor
- Resume of Armando Lopez



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



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 DPW/Water	LAST NAME Lopez	FIRST NAME Armando	INITIAL R	
AUTHORIZED POSITION TITLE Water Field Supervisor - Aux	PAY RANGE 1 FX	F&P COMMITTEE APPROVAL DATE N/A	REQUISITION # 12029	
UNDERFILL TITLE (IF APPLICABLE)	PAY RANGE	WAS THE INDIVIDUAL HIRED FROM AN ELIGIBLE LIST? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, Referral #		
REASON FOR TEMPORARY APPOINTMENT <input checked="" type="checkbox"/> During Leave of Absence of an employee who is expected to return <input type="checkbox"/> To perform services of a temporary nature and for a limited period	EFFECTIVE DATE 04/26/2026	ANTICIPATED EXPIRATION DATE 08/01/2026	T.A. RATE OF PAY \$2,798.78	
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: A current incumbent will be on extended injury leave, which is anticipated to continue for the next several months. An extension to this temporary appointment will ensure ongoing supervision of the Meter Services field staff, which includes eight (8) Water Meter Investigators, seven (7) Water Meter Technician Leads and 22 Water Meter Technicians, supervised by four (4) supervisors.				
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: Mr. Lopez was selected for a temporary appointment to an auxiliary position of Water Field Supervisor for Winter Operations following an internal transfer/promotional recruitment. While Winter Operations will conclude in mid-March, Mr. Lopez is uniquely qualified to continue in the temporary appointment as the result of a recent absence of an incumbent in the position.				
PROVIDE INFORMATION TO DEMONSTRATE HOW THE INDIVIDUAL MEETS THE MINIMUM REQUIREMENTS:				
TRAINING AND EDUCATION: -Testing, exchanges, and calibration of meters. -Created SOP for Medium Meter Training for installation and maintenance	WORK EXPERIENCE: Water Repair Crew Leader, Nov 2019-Present Water Meter Technician, Oct 2016 - Nov 2019	OTHER REQUIREMENTS (i.e. LICENSES): Valid Wisconsin Driver's License		
IS THIS INDIVIDUAL A CURRENT CITY OF MILWAUKEE EMPLOYEE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	IF YES, CURRENT DEPARTMENT: DPW/Water	CURRENT POSITION TITLE: Water Repair Worker 3	EMPLOYEE ID NUMBER: 027921	
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.) <input checked="" type="checkbox"/> No <input type="checkbox"/> 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 John Olson	SIGNATURE 	TITLE Water Meter Services Mgr.	DATE 03/24/2026	
APPROVING OFFICER Jane E. T. Islo	SIGNATURE 	TITLE Water Works Admin Manager	DATE 03/27/2026	
THIS SECTION FOR DER REVIEW				
DER REVIEW COMPLETED BY:	SIGNATURE	TITLE	DATE	



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



R. 09.04.14

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) Lopez, Armando R.	DATE 03/24/2026
POSITION TITLE Water Field Supervisor - Aux	PAY RANGE 1FX
	RATE OF PAY \$2,798.78

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.

Temporary Appointment Applicant Signature

3.25.26

Date Signed

John Olson

Witness Name (Print)

Witness Signature

JOB DESCRIPTION

<u>FOR DER USE ONLY</u>	
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: 12/05/2024		2. Present Incumbent: Standard		Is incumbent underfilling position?	
3. Date Filled:		4. Previous Incumbent:		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> If YES, indicate Underfill Title in box 10.	
5. Department: Public Works, Dept. of			Bureau: Division: Water Works		Unit: Meter Services Section: Business
6. Work Location: 2919 W. Cameron Ave.			Telephone: Email:		Work Schedule: Hours: 8:00am – 4:30pm or 7:30 am – 4:00 pm (when dispatching) 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 checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-Exempt
10.	Official Title: Water Field Supervisor			Pay Range	Job Code
	Underfill Title (if applicable):			1FX	4389
	Requested Title (if applicable):				
Recommended Title (DER Use Only):			Approved by: Date:		

11. BASIC FUNCTION OF POSITION:

This position schedules, dispatches and supervises field personnel to ensure safe, efficient and productive meter exchanges, testing, reading and programming, and manages the use of tools, equipment and vehicles to ensure proper conditions, maintenance, repairs and safety. The position must enforce City of Milwaukee, Department of Public Works (DPW) and Milwaukee Water Works (MWW) policies, work rules and standard operating procedures, and provide knowledge and guidance to on-call personnel performing after-hours emergency repairs. This work involves interactions with customers, contractors, the public and city officials, and serves as a liaison for safety matters and hardware and software issues.

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
40	<ul style="list-style-type: none"> Direct the work activities of the Meter Services field staff to expedite meter exchanges, testing, reading and programming in the cities of Milwaukee, Greenfield, St. Francis and the Villages of Hales Corners and West Milwaukee. Promote a high level of productivity by directing and coaching crew members in standard operating procedures, specifications, and proper tools and equipment. Monitor proper installation methods. Ensure compliance with Wisconsin Department of Natural Resources (WI-DNR) regulations for residential properties with regard to cross connection control. Provide guidance to field staff regarding unusual situations and circumstances. Communicate with the Water Meter Services Manager regarding the status and specifics of jobs, as needed, for scheduling and coordination purposes.
15	<ul style="list-style-type: none"> Supervise the testing and repair of meters in the meter shop and building maintenance activities. Prioritize and schedule all activities to be effective and efficient. Assign and adjust work to meet the billing schedule and remain in compliance with Public Service Commission (PSC) rules for meter reading, testing and record retention. Oversee the permits for temporary hydrant use and ensure compliance with metering and backflow prevention requirements.
10	<ul style="list-style-type: none"> Document and report activities of both field and shop activities, analyzing productivity and maintaining records of meter testing, installation and replacement.

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
15	<ul style="list-style-type: none"> Provide daily direct supervision to employees assigned to ensure compliance with MWW work rules, DPW safety rules and regulations and MWW rules and regulations for water service. Perform roll call, ensuring employees are on time and ready to work. Check and approve employee time, investigating inconsistencies and monitoring overtime. Investigate employee injuries and vehicle accidents and take immediate action to prevent further injury or damages. Coordinate long-term corrective actions with Safety Specialist or Water Meter Services Manager. Participate in the Safety Committee meetings and training, as needed. Provide on-the-job training to employees as needed throughout the course of daily interactions.
10	<ul style="list-style-type: none"> Respond to customer concerns regarding water service interruptions, property damage, high bills, etc. Conduct field investigations of damage and coordinate the MWW response and data collection in cooperation with the Water Claims Specialist. Investigate certain situations such as exchanges that cannot be completed due to plumbing conditions, significantly high usage, etc., to identify possible resolutions. Meet and communicate with property owners and contractors regarding issues involving code compliance and requests for variance. Locate water branches, water services and curb stops using ArcGIS and plat pages. Provide on-call supervision throughout the year and respond to emergencies both within and outside of regular business hours, as needed.
5	<ul style="list-style-type: none"> Conduct vehicle inspections, as needed. Coordinate DOT drug and alcohol testing appointments, as needed. Research tools and equipment. Manage field use of portable electronic devices.

B. PERIPHERAL DUTIES:

% of Time	PERIPHERAL DUTY
5	<ul style="list-style-type: none"> Serve as designated contact for field staff in the absence of the Water Meter Services Manager and perform other duties as assigned.

C. NAME AND TITLE OF IMMEDIATE SUPERVISOR:

Water Meter Services Manager

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 administrative supervision. The Water Meter Services Manager sets the overall objectives and resources available. The manager and this position, in consultation, develop deadlines, projects and work to be done. The position plans and carries out the assignment, resolves most of the conflicts, coordinates work with others and interprets policy on their own initiative. The position keeps the manager informed of progress, potentially controversial matters or far-reaching implications.

E. SUPERVISION EXERCISED:

Total number of employees for whom responsible, either directly or indirectly = **45 employees:4 supervisors**

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)
6	Water Meter Technician Lead	a,b,c,d,e,h
7	Water Meter Investigator	a,b,c,d,e,h
22	Water Meter Technician	a,b,c,d,e,h
10	Water Meter Technician – Auxiliary	a,b,c,d,e,h

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

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.

i. Education and Experience:

- Three (3) years' experience in water meter maintenance and repair.

ii. Knowledge, Skills and Abilities:

- Knowledge of mechanics and mechanical aptitude
- Knowledge of underground work methods and related safety practices.
- Knowledge of basic construction safety regulations.
- Knowledge of standard office applications, including word processing, spreadsheet, database management and presentation programs.
- Critical decision-making skills.
- Interpersonal and customer service skills to be able to establish and maintain good relationships with elected officials, City staff and citizens.
- Ability to learn ArcGIS, enQuesta and other systems.
- Ability to learn and apply MWW Rules and Regulations.
- Ability to analyze problems and determine and apply solutions, even in emergency situations.
- Written and verbal communication skills, including the ability to write clear instructions and documentation.
- Ability to follow written and verbal instructions.
- Ability to work and drive in adverse weather conditions and navigate the streets of the MWW service area.
- Ability to supervise and train field crews, including the ability to plan, schedule, assign and monitor the progress of work.
- Ability to meet deadlines and complete assignments and projects on time.
- Ability to multi-task and manage multiple priorities.
- Ability to work cooperatively and effectively with co-workers and citizens whose backgrounds differ from one's own.
- Ability to climb ladders and steps, and enter tight spaces.
- Ability to respond to after-hours calls and respond onsite at all hours, if needed.
- Ability to wear safety equipment.
- Honesty and integrity.

iii. Certifications, Licenses, Registrations:

- Valid Wisconsin driver's license at time of appointment and continuously throughout employment.
- State of Wisconsin Department of Natural Resources Distribution Operations License D-1 within three (3) months of appointment and continuously throughout employment.

iv. Other Requirements:

- Knowledge of water hydraulics and plumbing is highly desirable.

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.

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.
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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.

<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 checked="" 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 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 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 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 checked="" type="checkbox"/>	Mobile Equipment Operators: This is a minimum standard for use with those who operate cars, trucks, forklifts, cranes, and high lift equipment.

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<input type="checkbox"/>	Other: This is a minimum standard based on the criteria of accuracy and neatness of work for janitors, sweepers, etc.
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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: 80%**

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 checked="" 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 checked="" 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 checked="" 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 checked="" 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.)

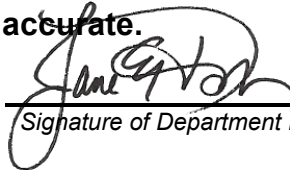
CHECK ALL THAT APPLY:

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

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 as a personal characteristics that contribute to an individual's ability to perform well in the job, and any other special considerations.)

- Ability to work holidays and weekends, as on-call duty requires.
- Ability to report to work as needed to provide equipment, tools, or assistance to field personnel during after-hour call-ins.
- Ability to be professional in conduct and appearance.

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



Signature of Department Head or Designated Representative

12/05/2024

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.

Crew Chief

Armando Lopez

Objective

My career goal is to advance to a supervisory or managerial position within the water utility company, where I can oversee a team of repair workers, coordinate repair projects, and ensure that all work is completed efficiently and to a high standard. I aim to specialize in water distribution to become an expert in the field. Additionally, I am committed to continuous learning and obtaining relevant certifications to enhance my skills and career prospects.

Experience

November 2019 - Current

Crew Chief *City of Milwaukee*

Operated and maintained water distribution systems, including pumps, valves, and mains. Conducted routine inspections and identified potential issues for proactive maintenance. Performed repairs and replacements of damaged or malfunctioning equipment and pipes. Implemented safety protocols and ensured compliance with industry regulations. Collaborated with team members to optimize workflow and achieve operational efficiency. Installed and tested new water mains and associated components. Conducted water quality tests and monitored chemical levels for compliance with health and safety standards. Assisted in emergency response efforts during water main breaks or other incidents. Maintained accurate records of maintenance activities and inspections. Recent experience in leading team as crew chief.

October 2016 – November 2019

Water Meter Technician *City of Milwaukee*

Installed, calibrated, and replaced water meters in residential, commercial, and industrial settings. Conducted routine inspections to identify and rectify any discrepancies or malfunctions in metering equipment. Collaborated with cross-functional teams to ensure seamless integration of metering systems. Conducted meter accuracy tests and implemented corrective measures as necessary. Responsible for the development of standard operating procedures for medium-sized meter installation and maintenance.

Education

24.0 Credits

**Milwaukee Area
Technical College**
Milwaukee, WI

Skills

- Team Mentorship
- Backhoe Operator
- Customer Service
- Attention to detail
- Manual Skills
- Critical Thinking

Interests

Enjoys yardwork and gardening, with a strong interest in cultivating outdoor spaces and hands-on projects that require care, patience, and attention to detail.

Contact

2435 N. Vel R. Phillips Ave
Milwaukee, WI 53212
414-544-3085
A18870@gmail.com