

# YOUTH FLEET APPRENTICE

**Recruitment #2509-7797NR-001**

<b>List Type</b>	Original
<b>Requesting Department</b>	MILWAUKEE FIRE DEPARTMENT
<b>Open Date</b>	September 19, 2025
<b>Filing Deadline</b>	October 10, 2025
<b>HR Analyst</b>	Alexis Mayes

## INTRODUCTION

**Are you currently a high school sophomore or junior interested in a career in automotive repair?**

**Consider becoming a Youth Fleet Apprentice working with the Milwaukee Fire Department's Construction & Maintenance vehicle repair team!**

Selected students will enroll in the State of Wisconsin Department of Workforce Development Youth Apprenticeship Program (DWD-YAP) through their school-appointed consortium.

## PURPOSE

Under the direction of the Fire Fleet Repair Manager and job site mentors, the Youth Fleet Apprentice works full-time during the summer and part-time during the school year. Youth Fleet Apprentices assigned to Construction and Maintenance will be trained to complete automotive and diesel vehicle maintenance.

*The Youth Fleet Apprentice is the first step to a career with the City of Milwaukee. Upon completion of the two-year program, successful Apprentices may be eligible for promotion to higher-level titles (e.g., Maintenance Assistant and Emergency Vehicle Mechanic I) in regular, full-time positions.*

## ESSENTIAL FUNCTIONS

### Year 1 Overview:

- Operate tools and equipment safely.
- Process work orders.
- Change oil and filter.
- Assist with the diagnosis of common equipment concerns.
- Identify vehicle parts.
- Rotate tires.
- Complete battery service.
- Perform multi-point inspections.
- Assist with preventive maintenance of various vehicle systems, including diesel engines.

### Year 2 Overview – (In addition to Year 1 competencies):

- Perform preventive maintenance of:
  - Brake systems
  - Fuel systems

- Steering and suspension
- HVAC systems
- Hydraulics
- Powertrain/hydrostatic systems
- Wheels and tires
- Drivetrain systems
- Air and exhaust systems
- Windshields
- Vehicle/equipment frame
- Exterior lighting systems
- Inspect interior and accessory components.

*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

- Work 15-20 hours per week during the school year and full-time during the summer. Minimum of 450 work hours at the end of year 1 and 900 hours at the end of year 2.
- Have access to reliable transportation to report on time at the work location for the assigned work shift.
- Ability to withstand a wide range of weather conditions.
- Ability to be subject to hazards and atmospheric conditions; such as noise, vibrations, moving mechanical parts, fumes, odors, dust, mists, gases, and oil or other fluids.
- Physical ability to perform medium work; ability to exert up to 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects.
- Physical ability to stand, walk, climb, balance, crouch, crawl, grasp, reach, push, pull, and perform repetitive motions.
- Ability to see and hear to be able to remain safe within constantly changing environments.
- Ability to wear personal protective equipment (PPE).

Required pre-employment tests include the following:

- Physical/ w 50lb Lift
- Audiogram
- Vision
- Non-DOT drug test

## MINIMUM REQUIREMENTS

1. At least 16 years of age at the time of appointment.
2. Current enrollment as a **high school sophomore or junior** at the time of application.

**NOTE 1:** Candidates must be on track to graduate; verification will be requested from the candidate's high school.

**NOTE 2:** Candidates selected to the Youth Apprentice – Fire Construction and Maintenance program must participate in the State of Wisconsin Department of Workforce Development Youth Apprenticeship Program (DWD-YAP). For more information, see this link: <https://dwd.wisconsin.gov/apprenticeship/ya/applicants.htm>.

**IMPORTANT NOTE:** The students selected for the Youth Fleet Apprentice (Fire Department) title are required to seek admission to the DWD-YAP through their school-appointed consortium. For the Consortium list, see this link: <https://dwd.wisconsin.gov/apprenticeship/contacts.htm#youthApprenticeshipConsortiums>.

3. A valid government-issued Wisconsin Identification Card (ID) OR a valid driver's license at the time of appointment. A valid driver's license is required within 60 days of appointment and must be maintained throughout employment. (A valid Wisconsin driver's license is required for a full-time, regular appointment.)

4. A good driving record at the time of appointment or at time of obtaining a license and throughout employment.
5. Completion of S/P2 Vehicle Safety course (Automotive, Diesel, or Collision), or equivalent, (as approved by the Milwaukee Fire Department) at the time of appointment.
6. Completion of at least one (1) SNAP-ON® / STARRETT® precision measuring instrument certificate (Tape and Rule, Slide Caliper, Gauge Measurement, Angle Measurement, Micrometer, or Dial Gauge Measurement), or equivalent (as approved by the Milwaukee Fire Department) at the time of appointment.

**NOTICE:** Please do not attach your academic transcripts to your employment application. The hiring department will verify candidates' education as part of the background screening process before extending any job offers.

## KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

### Technical

- Ability to demonstrate mechanical aptitude.
- Ability to learn and understand mechanical systems.
- Ability to follow safety and security regulations and practices.
- Ability to effectively use technology and apply it to the workplace.
- Ability to perform quality work effectively and efficiently.

### Interpersonal

- Ability to develop positive work relationships.
- Ability to communicate effectively with others.
- Verbal skills to convey information to others.
- Written skills to document work-related information.
- Ability to collaborate with others and work effectively in teams with diverse backgrounds.
- Ability to demonstrate active listening.

### Professionalism

- Ability to maintain professionalism.
- Ability to stay organized and complete tasks promptly.
- Ability to maintain composure under pressure.
- Ability to carry out responsibilities in an ethical, professional manner.
- Ability to show initiative and self-direction to prioritize and carry out responsibilities.
- Ability to be flexible and adapt to changes.
- Honesty, integrity, and careful and responsible use of organizational resources.

## CURRENT SALARY

The hourly salary (Pay Range 9MN) is \$15.92 and the resident incentive hourly salary is \$16.40 per hour.

## SELECTION PROCESS

**THE SELECTION PROCESS** will be job-related and will consist of one or more of the following: an evaluation of education, experience and/or responses to supplemental questions; a written or performance test, a structured interview or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to structured interviews and performance examinations. Structured interviews may include written exercises. Selection process component weights will be determined by further analysis of the job.

**INITIAL FILING DATE** - The selection process 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 selection process components. Unless otherwise required by law, the City of Milwaukee will not provide alternative selection process dates or times. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

## ADDITIONAL INFORMATION

- APPLICATIONS and further information can be accessed by visiting [www.jobapscloud.com/MIL](http://www.jobapscloud.com/MIL).
- If you would like assistance completing an application, please contact the Department of Employee Relations at (414) 286-3751 or [staffinginfo@milwaukee.gov](mailto:staffinginfo@milwaukee.gov).
- The Department of Employee Relations is in City Hall, 200 E. Wells St, Room 706, Milwaukee, WI 53202.

## CONCLUSION

**EEO – 805**

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