

VIDEO ELECTRONIC TECHNICIAN

Recruitment #2306-0817PD-001

List Type	Original
Requesting Department	Milwaukee Police Department
Open Date	6/16/2023 08:00:00 AM
Filing Deadline	7/7/2023 11:59:00 PM
HR Analyst	Tiffany Marsh

INTRODUCTION

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 historic charm with a breathtaking art museum, top-flight 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.

PURPOSE

Under the direction of the Police Information Systems Director, the Video Electronic Technician is responsible for maintaining and coordinating the installation, repair, maintenance, and recovery of a variety of video collection platforms and other specialized equipment used by the Milwaukee Police Department (MPD) for video investigative purposes, production, training, and equipment placement needs.

ESSENTIAL FUNCTIONS

Video System Maintenance and Operations

- Coordinate and perform, as needed, the installation, repair, maintenance, and recovery of surveillance platforms, closed-circuit recording systems, pole cameras, and other related installations.
- Provide video management system (VMS) and related project support.
- Assist with the Body Worn Camera and Evidence.com technical support.
- Coordinate and perform, as needed, the installation, repair, and maintenance of the audio/video (A/V) equipment in departmental conference rooms.
- Perform basic TCP/IP (Transmission Control Protocol/Internet Protocol) network maintenance; install software patches and updates on video servers and applications.

Administration

- Write and compile reports with supporting documentation.

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

The Video Electronic Technician must be willing and able to do the following:

- Exercise scheduling flexibility, including working beyond standard business hours, in order to meet departmental needs.
- Lift objects weighing up to 10 pounds on occasion as well as stand, walk, crouch, reach, and perform repetitive motions.
- Manual dexterity and steady hands to be able to grasp, manipulate, and repair objects.

MINIMUM REQUIREMENTS

1. Associate Degree in information technology (IT) or a closely-related field from an accredited college.
2. Three years of experience in broadcast or industrial television engineering and maintenance, including making mechanical equipment repairs.

Equivalent combinations of education and experience may also be considered.

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 prior to extending any job offers.

DESIRABLE QUALIFICATIONS

- Knowledge of infrastructure and information technology services.

KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

Technical

- Knowledge of the operation and maintenance of video systems, camera equipment, audio recording devices, and closed-circuit recording systems.
- Ability to plan, schedule, track, and report on scheduled maintenance.
- Analytical and problem-solving skills to be able to diagnose and resolve technical problems and equipment failures.
- Ability to make timely decisions involving technical issues that arise during video or audio recording sessions.
- Ability to stay up-to-date with new systems and equipment.
- Ability to read and understand job-related documents such as policies, procedures, and manuals.
- Ability to read equipment plans and diagrams.
- Knowledge of mathematics to figure basic calculations used in electronics.
- Ability to use Microsoft Office (Word, Excel, and Outlook) and other job-related computer applications.

Communication and Interpersonal

- Written communication skills, including the ability to write clear instructions and documentation.
- Verbal communication skills to be able to share technical information clearly to non-technical users.
- Ability to effectively respond to questions from managers, colleagues, and others.
- Knowledge of and commitment to customer service best practices.
- Ability to work cooperatively and fairly with people whose backgrounds may differ from one's own.

Critical Thinking and Professionalism

- Organizational and time management skills to be able to meet deadlines effectively.
- Troubleshooting skills to be able to address technical issues.
- Flexibility and ability to maintain situational awareness and composure under stress.
- Ability to maintain confidentiality and the integrity of information.
- Honesty and the ability to safeguard City equipment.

CURRENT SALARY

The current salary range (Pay Range 3MN) is \$50,119-\$63,489 annually, and the resident incentive salary range for City of Milwaukee residents is \$51,623-\$65,393. Appointment above the minimum is possible based upon level of experience and other qualifications and is subject to approval.

The City of Milwaukee provides a comprehensive benefit program that includes the following:

- Defined Benefit Pension Plan
- 457 Deferred Compensation Plan
- Health and Dental Insurance
- Paid Parental Leave
- Comprehensive Wellness Program
- Onsite Clinic Services
- Onsite Employee Assistance Program
- Alternative Work Schedules
- Long Term Disability Insurance
- Group Life Insurance
- Tuition Benefits
- Paid Vacation
- 12 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 <https://city.milwaukee.gov/der/benefits>.

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 date 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.

NOTE: Candidates must pass a Milwaukee Police Department background investigation before hire.

ADDITIONAL INFORMATION

- APPLICATIONS and further information can be accessed by visiting 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.
- The Department of Employee Relations is in City Hall, 200 E Wells St, Room 706, Milwaukee, WI 53202.

CONCLUSION

EEO Code = 304

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