

FIRE MAINTENANCE TECHNICIAN-TIRE WORKER

Recruitment #2304-0916-002

List Type Transfer/Promotional

Requesting Department FIRE - SUPPORT SERVICES BUREAU

Open Date 4/11/2023

Filing Deadline 5/5/2023 11:59:00 PM

HR Analyst Jeff Harvey

INTRODUCTION

**** THIS POSITION IS OPEN TO CURRENT CITY OF MILWAUKEE EMPLOYEES ONLY****

PURPOSE

The Fire Maintenance Technician (FMT)-Tire Worker responsible for the inspection, repair, and maintenance of tires and hose on all department vehicles and apparatus.

ESSENTIAL FUNCTIONS

Tire Repair-Related Duties:

- Change and repair tires in the department shop or on location as necessary.
- Inspect and evaluate all tires and tubes to determine necessity for repair, recap, or scrap, and whether warranty is applicable.
- Work with vendors on recaps to offset cost to the department.
- Inspect, match, and recondition rims for proper assembly.
- Maintain tire inventory and complete necessary paperwork.

General Duties:

- Pick up, deliver, and move supplies, equipment, furniture, vehicles, and apparatus to and from various locations.
- Operate a forklift to load and unload supplies and equipment.
- Perform general maintenance and cleanliness duties for the shop and at certain dispersed MFD buildings and grounds, including snow plowing with a pickup or snow blower.
- Assist other shop personnel with repair and maintenance tasks.

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 Fire Maintenance Technician must be willing and able to do the following:

- Be subject to recall for emergencies.
- Perform heavy physical labor (exerting up to 100 lbs. of force occasionally, moving equipment up to 50 lbs. unassisted, and transferring objects weighing 10-20 lbs. frequently).
- Walk, stand, climb stairs, stoop and bend, and perform tasks that require repetitive motion.
- Withstand variable environmental conditions both indoors and out, such as heat, cold, fumes, oil, and dust.
- Drive all departmental vehicles, including heavy apparatus, and perform snow plowing duties.

MINIMUM REQUIREMENTS

1. Regular status as City of Milwaukee employee, having successfully completed a probationary period for a civil service position, or status as a City of Milwaukee employee in a fixed term position.
2. Passing probation (one year) is contingent upon completing departmental training and demonstrating skill in competently and safely operating a forklift to unload freight trucks and driving all departmental vehicles, including fire apparatus.
3. Valid driver's license at time of appointment and throughout employment.

Equivalent combinations of education and experience may 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

- Certification in Tire Repair by the Tire Industry Association (TIA).
- Commercial driver's license (CDL).

KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

Technical

- Knowledge of tire evaluation methods and standards.
- Knowledge of machines and tools used in tire mounting, dismounting, and repair.
- Knowledge of tire and wheel maintenance procedures.
- Ability to inspect tires, tire tubes, and rims.
- Ability to repair tires and tire tubes.
- Ability to evaluate tires to determine need for recapping.
- Ability to mount and dismount tires.
- Ability to safely and properly inflate tires.
- Ability to balance tires.
- Ability to read and understand job-related documents such as manuals, policies, and procedures.
- Ability to understand and follow verbal and written instructions.
- Ability to understand and apply mechanical concepts to solve problems.
- Ability to learn about machines and tools, including their uses, repair, and maintenance.
- Ability to learn and become skilled at performing compressed air functions.
- Ability to maintain general cleanliness of vehicles and indoor facilities.
- Ability to perform outdoor maintenance duties, such as snow plowing with a pickup or snow blower.
- Ability to learn how to safely operate a forklift to load and unload supplies and equipment.
- Ability to learn and use job-specific computer programs.
- Ability to learn inventory and stockroom procedures.

Safety

- Knowledge of occupational hazards and safe work practices in a shop environment, including the ability to use all equipment, hand tools, and departmental vehicles in a safe manner.
- Knowledge of safe work practices in the field environment, including in/around traffic areas.
- Ability to monitor the work site vicinity, including pedestrian and vehicle traffic, to ensure the safety of the City employees and the public.

Interpersonal and Judgment

- Customer service skills and the ability to work cooperatively in a team-oriented, collaborative environment with people whose backgrounds may differ from one's own.
- Organizational skills and the ability to maintain accurate work records.
- Ability to perform effectively independently, under pressure, and within tight timeframes.
- Honesty and the ability to safeguard all departmental property.

CURRENT SALARY

The current salary range (Pay Range 7HN) is \$40,247-\$57,583 annually, and the resident incentive salary for City of Milwaukee residents is \$41,455-\$59,310. Appointment will be made in accordance with the provisions of the salary ordinance.

SELECTION PROCESS

THE SELECTION PROCESS will be job related and will consist of one or more of the following: an evaluation of related education, experience and accomplishments, an evaluation of written communication, interviews, and/or other assessment methods. The Milwaukee Fire Department reserves the right to call only the most qualified candidates to proceed in the selection process. Information from the selection process will be used to make a hiring decision. Selected candidates will be transferred and/or promoted to the position.

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. The applicant is responsible for attending all phases of the selection process at the time and place designated by the hiring authority.

NOTE: Transfer/Promotional Opportunities and Promotional Examinations are not open to Milwaukee Public Schools employees or to the public. Only current City of Milwaukee employees and civilian personnel in MFD and MPD hired through a City Service Commission process who have successfully passed a probationary period for a Civil Service position or who have status as a City of Milwaukee employee in a fixed term position will be considered. Individuals with exempt, provisional, temporary, or emergency appointments are not eligible for transfer.

ADDITIONAL INFORMATION

- **APPLICATIONS** and further information may 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 702

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