

CARPENTER

Recruitment #2004-1515-001

List Type	Transfer/ Promo
Requesting Department	Milwaukee Fire Department
Open Date	May 6, 2022
Filing Deadline	May 27, 2022
HR Analyst	Jamie Heberer

INTRODUCTION

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

PURPOSE

The Carpenter builds, installs, maintains, and repairs building components such as exterior and interior elements, cabinetry, furniture, flooring, walls, and prefabricated interior constructs.

ESSENTIAL FUNCTIONS

EXTERIOR CARPENTRY

- Install, maintain, and repair shingle roofing, gutters, flashing, and related elements.
- Install, maintain, and repair all types of exterior facades, siding, trim, and sheet metal.

INTERIOR CARPENTRY

- Install, maintain, and repair structural and non-load-bearing framing.
- Install, maintain, and repair all types of floors, ceilings, laminate surfaces, solid surfaces, millwork, and cabinetry; perform related finish work.
- Install, maintain, and repair doors, windows, frames, and related trim, casework, and hardware.
- Install, maintain, and repair building furnishings, open interiors, workstations, furniture, and related cabinetry.
- Configure and work from scaffolding and aerial platforms and lifts at heights of up to 100 feet.

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 Carpenter must be willing and able to do the following:

- Provide their own hand tools required for the profession.
- Respond to emergency board-ups during non-standard hours or may at times work an altered work schedule.
- Perform physically demanding work, including the ability to lift and carry 50 lbs. or more of equipment or material on a daily basis.
- Possess a high degree of dexterity and hand-eye coordination.
- Wear a respirator and other personal protective equipment (PPE).
- Work at heights of up to 100 feet, in confined spaces, and in variable temperature conditions.
- Erect and work from scaffolding and swing stages.

MINIMUM REQUIREMENTS

1. Regular status as a 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. One year of professional carpentry experience related to the essential functions outlined above.
3. Valid driver's license at time of appointment and throughout employment.

DESIRABLE QUALIFICATIONS

- Significant knowledge of and skill in performing carpentry duties at the journey-level.

KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

CARPENTRY

- Knowledge of carpentry installation, maintenance, and repair terminology and practices.
- Knowledge of safety procedures applicable to setting up and conducting work on a construction site; ability to perform work in a safe manner at all times.
- Knowledge of and skill in using the hand tools and equipment used in carpentry.
- Knowledge of flat and structural concrete formwork.
- Knowledge of and ability to do cabinetry work.
- Knowledge of and ability to do finish work.
- Knowledge of installation and maintenance of prefabricated open plan interior systems.
- Knowledge of mathematics and the ability to calculate time and material estimates and make accurate measurements.
- Ability to read and interpret building engineering and architectural plans and specifications.
- Ability to perform precise, high-quality, aesthetically-pleasing work.
- Ability to learn new techniques and approaches to completing carpentry work.

PROFESSIONALISM AND INTERPERSONAL SKILLS

- Customer service skills; ability to represent the Milwaukee Fire Department (MFD) positively, tactfully, and professionally.
- Interpersonal skills to be able to build effective relationships with managers, coworkers, contractors, customers, and other city staff.
- Verbal communication skills to be able to share information clearly with others.
- Ability to follow directions presented in both verbal and written forms.
- Ability to problem-solve by taking complex projects and breaking them down into manageable steps.
- Ability to prioritize, organize, and accomplish work assignments by required deadlines.
- Ability to work effectively in a diverse, collaborative, team-oriented environment with people whose backgrounds may differ from one's own.
- Honesty, integrity, and responsible stewardship of departmental resources.

CURRENT SALARY

The current starting salary (Pay Range 7KN) is \$60,577 annually. The resident wage incentive starting rate for City of Milwaukee residents is \$62,395 annually. *Appointment will be made in accordance with the provisions of the City of Milwaukee 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, a written test, an interview, or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to oral exams, performance tests, or personal interviews. 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 **Friday, May 27, 2022**. 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.jobaps.com/MIL.

- Applications and transcripts should be submitted no later than the deadline listed above.
- 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 located in City Hall, 200 E Wells St, Room 706, Milwaukee, WI 53202.

CONCLUSION

EEO Code = 703

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