



Fire Department

Mark Rohlfig
Chief

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April 6, 2020

To the Honorable
The Board of Fire and Police Commissioners
200 East Wells Street, Room 706
Milwaukee, WI 53202

Dear Commissioners:

I am requesting that the position of Vehicle Operations Instructor continue to be classified as exempt from competitive examination, pursuant to Fire and Police Commission Rule V, Sections 1 and 5. This position is assigned to the Bureau of EMS, Training, and Education, Training Division.

The Vehicle Operations Instructor, a sworn position represented by Local 215, Milwaukee Professional Fire Fighters Association, must either be a current Heavy Equipment Operator or have held the position. State of Wisconsin certification as Driver/Operator-Pumper and Driver/Operator-Aerial is also required. Additionally, a high degree of knowledge in the operation of firefighting tools, equipment, and apparatus is needed, as well as the ability to communicate with and teach others with awareness of ethnic and lifestyle diversity. The candidate must be able to successfully motivate, evaluate, direct, and coordinate others' activities. Oral and written reporting must be clear, concise, and accurate, and be able to effectively interact with all MFD divisions, other City departments, and external agencies to obtain logistical support for the purpose of providing effective training and operations. The candidate also must also exhibit a high degree of integrity and professionalism.

Exemption is appropriate given that the Vehicle Operations Instructor position will need a wide range of skills to assist the Vehicle Operations Training Coordinator in the mission-critical responsibilities of development, instruction, supervision, and coordination of all fire department equipment and vehicle operators. This position requires confidentiality and commitment to uphold the mission of the department. The following primary job duties will have to be fulfilled:

- Trains and qualifies department members in driving, pumping, aerial ladder operations, and the operations of special equipment.
- Directs and assists with in-service programs, online company-based training, and cadet and recruit training.



- Performs annual testing on pumping engines and aerial ladders. Tests performance of newly acquired firefighting apparatus, tools, and equipment.
- Works with the Construction and Maintenance Division to expedite the specification, maintenance, and repair of department vehicles.

We currently have a vacancy in the position due to an internal transfer. We followed an open, well-documented procedure to select a candidate to fill this position. For your information, I have attached a current job description. If you have any questions regarding this matter, please contact Assistant Chief Aaron Lipski at (414) 286-8946.

Respectfully,


MARK ROHLFING
Chief

MR/jlb
Enclosure
FPC\Exempt Positions\Request Exemption VOINS 040620