

## Future Hiring / Step Comp Plan / Offers for employment

### Some history, ideas, and things to consider specific to the WWTF

- Associate degree is asked for but not requirement of the job description at hire – *a high school diploma with equivalent skills and abilities as determined by management*. To me this means a solid work history, attendance record, technical skills, experience working with and/or maintaining complex equipment, problem solving skills, and a demonstrated mechanical aptitude.
- In years past there were 2 Operators per shift – a partner system of sorts as the plant was not as automated. The staff could get by with teamwork even if individuals were not fluent in everything - this is not the case anymore when there is one operator working alone.
- My philosophy has been and I would like to continue finding “invested” candidates that actually want to work in a wastewater treatment plant and make it their career. To me this means educating themselves, taking wastewater classes, taking DNR certification exams, doing internships, and hiring applicants with relevant degrees when they do apply. This type of applicant would be versus the vast majority of applicants who tend to be unemployed, under employed, or laid off and just need a “job”.
- Candidates described above are not in plentiful supply and typically are not residing here in Manitowoc so commuting or potentially relocating is the reality. Attracting qualified people likely requires flexibility and the ability to negotiate since the candidates may already be employed and making a wage that already exceeds 85% of the Step 1 pay grid.
- How does the City view and value education? How does it work into the fold with new employees? It should count for something? Years for steps?

Associates degree = 85% of Step 2

Bachelors degree = 85% of Step 4

- Per the job description DNR Certification is desirable. Some Cities require Operator certification within a certain time frame from hire and others do not. To me, it demonstrates a commitment to the profession and of knowledge and skills. In the past, whenever it was brought up the Union wanted to tie certification to a pay increase and maybe rightfully so but that was in direct opposition to City bargaining objectives.

A good example, in the automotive repair industry an ASE certified mechanic would typically make more than someone that is not. This is not to say an ASE certified mechanic is better or would determine the problem and make the repair any faster but is just the way it is in private sector.

The way certification is handled varies by community and many do require it and some do have a certified versus uncertified pay scales. I would recommend the City adopt a certification policy for the Wastewater Treatment Facility as I feel it would integrate well with goal setting and the performance evaluation process already put in place.

- WWTF plant operating experience – While no 2 plants are exactly the same, many times experience can be the best teacher. We rarely see applicants applying from other communities but on occasion we see an application from an experienced Operator. This type of candidate would justify an offer above Step 1.