



# City of West Allis

Resolution: R-2017-0210

7525 W. Greenfield Ave.  
West Allis, WI 53214

**File Number: R-2017-0210**

**Final Action:**

**Sponsor(s): Administration & Finance Committee**

**AUG 01 2017**

Resolution to approve alternative recruiting options for the next recruitment for Electrical Mechanic position in Public Works.

WHEREAS, the recruitment for trades positions has become exceedingly difficult both in the public and private sector, and the City of West Allis is not immune to these challenges; and

WHEREAS, the last few recruitments have not resulted in any qualified candidates, and the last recruitment had one applicant who withdrew their application prior to the commencement of the interview process; and

WHEREAS, staff from Public Works, Human Resources, Communications, and Administration met to discuss various options to mitigate the challenges; and

WHEREAS, at the July 17, 2017 Administration and Finance Committee meeting, staff provided alternative recruiting options for consideration and Committee direction, and the Administration and Finance Committee gave the direction to pilot alternative methods for the next Electrical Mechanic position recruitment.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of West Allis that the following actions are authorized for the Electrical Mechanic recruitment for 1-2 of the open positions:

- 1) Position(s) will be recruited as "Electrician".
- 2) Salary approval and information in the recruiting collateral shall be: "Starting hourly wage for this non-exempt position may be paid up to \$35.53 per hour (\$73,902.40 annually) dependent upon qualifications and experience. An additional 2% of the base pay for the position classification (currently \$1077.86 annually) will be paid bi-weekly for those who possess verifiable Master Electrician licensure and as approved by the Director of Public Works.\*"
- 3) A sign-on bonus up to \$2500 is authorized and shall be included in the recruitment collateral. The sign-on bonus will be modeled after the State of Wisconsin's sign-on bonus for Nurse Clinicians and Revenue staff. Details of the sign-on bonus are: "At the sole discretion of the appointing authority, a sign-on bonus in the amount of up to \$2500 may be paid if the employee is not currently employed by the City of West Allis, the sign-on bonus is related to a certain level of qualifications and experience in the field, and the employee must sign an agreement, as drafted by the Department and approved by the Office of the City Attorney, agreeing to be employed with the City of West Allis for at least two years from the date of hire. If the employee leaves City employment prior to that time for any reason, the employee must reimburse the City for the entire amount of the sign-on bonus, unless the City agrees otherwise."
- 4) A referral bonus of up to \$250 may be paid to current employees who refer qualified candidates who are hired as a result of their referral. The referral bonus will be paid to the employee once the

individual completes probation or 6 months of employment with the City, whichever is greater.  
5) All applicable recruitment avenues shall be utilized.

\*To preserve internal equity, salary adjustments may be made for current employees dependent upon qualifications, experience, and work performance. This is subject to the discretion of the Department Head.

BE IT FURTHER RESOLVED that City Departments are authorized and directed to take the actions necessary to effectuate such recruitment actions for this position.

ADM\ORDRES\17\ADMR2017.36

ADOPTED                     AUG 01 2017                    

APPROVED                     8/10/17                    

                    Monica Schultz                      
Monica Schultz, City Clerk

                    Dan Devine                      
Dan Devine, Mayor