

City of Mason
Employment Opportunity
For
Wastewater Maintenance/Worker
(Career Path Program)

Hiring Range:	\$20.00 to \$25.00 per hour	Classification:	Classified
Reports To:	Director or designee	FLSA:	Hourly
Posted:	September 5, 2025	Department:	Public Utilities
Working Hours:	40 Hours	Status:	Full-Time

General Statement of Duties and Distinguishing Features of Class

The Wastewater Maintenance Worker performs work under the general direction of the Public Utilities Director or designee and is required to obtain the skills and licenses necessary to maintain water reclamation plant operations, sanitary sewer collection system, and storm water collection system including but not limited to maintenance, treatment plant process control and operations, systems and equipment operation, inspections, pre-treatment, and construction. The employee will be cross trained in both treatment plant maintenance, operations including lab tests as well as sanitary and storm collection system maintenance. The employee will typically work under the supervision of an Environment Technician, Coordinator or a Manager/Supervisor who issues oral or written work orders and inspects work frequently. The employee will frequently perform manual labor of more than ordinary difficulty, which often involves the use of acquired skills under challenging conditions and use of proper safety equipment and procedures to prevent injury. The employee is required to be available for work after hours, weekends, and holidays when needed.

This is a public service job based on trust, credibility, and competency. It is a critical requirement of this position that the incumbent displays the desire and ability to perform and behave (on duty, as well as off duty) in a manner that does not damage or endanger the loss of trust with the public, co-workers, and other public safety forces. Employee must meet the following qualifications and requirements at the time of appointment.

Examples of Work (Illustrative Only)

- Obtain the technical know-how and licenses needed to perform the necessary functions of operating a 13.5 MGD design Water Reclamation Plant and Sewer Collection System with multiple lift stations; Required to obtain Class I OEPA Wastewater Operator Certification within 24 months of obtaining 2080 hours on-the-job experience that meets Ohio EPA experience requirements for certification.
- Assist and obtain the skills necessary to operate and control electric motors, pumps and valves to regulate the flow of wastewater into the treatment plant;
- Assist and learn to perform lab tests and maintain accurate records;
- Assist and learn to monitor, add, and adjust chemicals directly or through automatic devices which disinfects, deodorizes, and clarifies water;
- Assist and learn to read, monitor and analyze gauges, dials, SCADA, computer screens and printed records to assure proper quality and quantity of flow through the plant;
- Assist and learn to conduct utility locates;
- Assist and learn how to build and repair catch basins;
- Assist with pool maintenance, cleaning, pump repairs, pre-season & post season opening and closing;
- Cleans, repairs, and maintains equipment; create records and reports;
- Removes litter and other inappropriate items from right-of-ways, parks and other public grounds;
- Shovels snow and applies salt, participate in the Ice and Snow operations as assigned;

- Learn and follows all safety rules and practices;
- Establish and maintain effective working relationships with superiors, other employees, agencies, and the public;
- Assists other departments in the organization and/or completion of projects;
- Performs other related work as required.

Skills, Knowledge, and Abilities: The following is preferred

- Required to obtain an Ohio EPA Class I Wastewater Operator Certification within 24 months of obtaining on-the-job experience that meets Ohio EPA experience requirements for examination.
- Graduation from high school or attainment of a GED.
- Must have a valid Operator's License and be able to obtain a valid Ohio Commercial Drivers License (Class A) with tanker endorsement within (12) months of hire. (Training Provided)
- Understand and follow instructions and directions;
- Requires ability to measure and compute basic mathematical equations; Prefer ability to work with and on a computer producing reports and general communication;
- Willingness to develop skills required to operate with limited supervision;
- Ability to problem solve;
- Good public and employee relations skills;
- Willingness to obtain good knowledge of the occupational hazards and safety rules and precautions;
- Prefer ability to drive equipment and knowledge of basic construction projects (catch basins, forms, forklift, backhoe, vac. truck, frontend loader and equipment removal / reinstallation);
- Willingness to learn and understand the methods, materials, equipment, plant wastewater operations, and techniques used in municipal public utilities services.

Physical Requirements:

- Lift, position, and move materials of seventy (70) pounds or less without assistance;
- Excellent physical condition - able to repeatedly bend, lift or manipulate objects of fifty (50) pounds on a routine basis;
- Manual dexterity to grasp, push, and pull, perform fine manipulations;
- Foot dexterity such that repetitive use of feet in operating machines, crawling, standing, sitting, and walking is possible;
- Auditory acuity to hear the pager, radio, or communication from far distances;
- Ability to sit for extended periods of time in a motor vehicle;
- Ability to be on call;
- Ability to operate efficiently in varying weather extremes;
- Visual acuity to distinguish short and long distances;
- Ability to read and write and communicate clearly;
- Ability to successfully pass an ongoing Department of Transportation mandated drug testing program.

I understand this position is a position at will, and nothing in this job description and no oral statements made to me in connection with this job description can be construed as a contract of employment.