



# Massillon Civil Service Commission

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## **NOTICE OF EXAMINATION** **WASTEWATER TREATMENT SAFETY OFFICER**

The Massillon Civil Service Commission is now TESTING for the position of **Safety Officer** with the City of Massillon Waste Water Treatment Department

**DATE:** Thursday August 07, 2025 at 6:00 PM

**LOCATION:** Massillon Recreation Center – 505 Erie Street N. Massillon OH

**SALARY:** \$26.02 - \$26.88 hourly Varied Shifts Full-Time CLASSIFIED

**BENEFITS:** The City of Massillon offers a benefit package that includes:  
Comprehensive Health Care Insurance, Retirement Plan, Recreation Center, Employee Assistance Program, Paid Vacation, Sick Leave Benefit, Paid Holidays and shift Differential

To be eligible, you must complete a formal application for the City of Massillon found on the City website <https://Massillonohio.gov/jobs>. Applications will be accepted from July 15, 2025 through August 1, 2025.

### **Required Documentation That Must be Submitted with Application:**

- \* Valid Ohio Driver License
- \* Any OSHA Instructor Certifications
- \* Any Safety Oriented Certifications

*\*\*\*Once you apply to the position using the above link, you will receive more information via email.*

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### **DUTIES**

Under General supervision, the Safety Office is responsible for developing, implementing, administering and monitoring safety programs to ensure a safe workplace as well as monitoring compliance with applicable regulations. This role

involves inspecting facilities, monitoring legislative changes, recommending policy changes to ensure compliance with applicable laws, and writing safety plans or programs.

#### **MINIMUM REQUIREMENTS**

- Be at least eighteen (18) years of age
- Possess a valid driver license
- High school graduate or has earned a General Education Development (GED)
- Eligible to work in the USA

#### **SCOPE OF EXAMINATION**

The written examination will consist of multiple-choice questions in the subject areas of reading ability, mathematical reasoning, map reading, writing ability and personal characteristics.

All applicants attaining a minimum passing score of seventy percent (70%) on the written examination will have any bonus points added and be placed on an eligibility list ranked according to total score.

#### **BONUS INFORMATION:**

##### **BONUS CREDIT – DOCUMENTATION & STANDARDS**

**Military:** An additional credit of twenty percent (20%) for those that have completed **One hundred eighty days (180) of active duty** serving service to executive order of the President of the USA or an act of Congress.

An additional credit of fifteen percent (15%) for those that have completed **Initial entry-level training, or a retired member of a reserve** component of the Armed Forces of the United States, including the Ohio National Guard.

- *Applicants must submit a certificate of service or Honorable Discharge (DD-214-Long Version) as proof of honorable military service and discharge to receive credit.*

#### **ADDITIONAL EXAMINATIONS:**

Applicants who pass the written examination become eligible for interview based on civil service rules and guidelines. Candidates receiving a conditional offer of employment may be required to pass a pre-employment medical examination, a psychological evaluation, drug screen and background check.

#### **ACCOMMODATIONS**

Candidates requiring special accommodations during the examination must be conveyed to the Civil Service Administrator at the time of application. Failure to inform may result in the Commissions inability to accommodate the disability accommodation.

**EQUAL EMPLOYMENT OPPORTUNITY**

The City of Massillon celebrates its difference and is an Equal Opportunity Employer.

By Order of the Massillon Civil Service Commission  
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