



NOTICE OF EXAMINATION

WWTP WASTEWATER Collection Operator I

The Massillon Civil Service Commission will conduct a competitive Resume Review for the position of Collection Operator I with the City of Massillon Waste Water Treatment Department. The deadline for applications is Friday June 5, 2026. Candidates must submit a cover letter and resume along with their application in order to be considered for this position.

DUTIES:

The Collection Operator I works under general supervision and is responsible for semi-skilled technical work of a demanding nature. Work involves operation, inspection and maintenance on equipment and approved methods of sewer systems and other conduits of this nature. Wastewater Collection Operator I performs daily tasks associated with operation routines to ensure collection system compliance and performs other related work as required.

MINIMUM REQUIREMENTS:

To be eligible for examination, applicants must meet the following qualifications:

- Applicants shall possess a Valid Ohio Driver's License
- High School Diploma or GED
- Applicants shall possess a Class I Wastewater Collection System Operator Certification from the State of Ohio
- Must have valid Ohio Commercial Driver's License (CDL) with tanker endorsement

SKILLS, ABILITIES, PHYSICAL DEMANDS:

- Participates in crew work of cleaning, dragging, inspecting, rodding and repair of sanitary and storm sewer conduit
- Operates equipment used in the construction, maintenance and repair of sewer lines
- Available on-call during non-working hours and for overtime emergencies
- Assists in record keeping and reports
- Physical demands include: standing, walking, kneeling, crouching, climbing stairs, etc on a routine basis
- The Collection Operator I must be able to frequently lift and/or move up to 10 pounds
- The Collection Operator I must be able to regularly lift and/or move up to 25 pounds
- The Collection Operator I must be able to occasionally lift and/or move up to 50 pounds
- The Collection Operator I must have specific vision abilities including: close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus
- The Collection Operator I must be able to enter confined spaces such as tanks, vaults and large diameter pipelines.

PAY & BENEFITS:

New Hires will be eligible for our rich benefit plan. The plan includes: Comprehensive Health Care Insurance, Retirement Plan, Paid Vacation, Sick Leave Benefit, Paid Holidays

BASE SALARY RANGE: \$27.23 to \$31.73 hourly FULL - TIME CLASSIFIED

LATERAL HIRES: In order to be competitive in wages, the City may, at its discretion, match the qualified applicant's current wages.

APPLY HERE!

In order to be eligible for this position, candidates must submit a resume and cover letter along with their application. **ADDITIONALLY, CANDIDATES MUST SUBMIT A COPY OF THEIR COLLECTION OPERATOR and CDL CERTIFICATE IN ORDER TO CONTINUE IN THE PROCESS.**

PASSING SCORE & BONUS CREDITS:

The minimum passing score is seventy percent (70%). Twenty percent (20%) is the maximum total bonus credit available which, if applicable, will be added to passing scores of seventy percent (70%)

- **Veteran's Preference**

Any person who has completed service in the uniformed services, who has been honorably discharged from the uniformed services or transferred to the reserve with evidence of satisfactory service, and who is a resident of this state and any member of a reserve component of the armed forces of the United States, including the Ohio national guard, who has completed more than one hundred eighty days of active duty service pursuant to an executive order of the president of the United States or an act of the congress of the United States may file with the director a certificate of service or honorable discharge, and, upon this filing, the person shall receive additional credit of twenty percent (20%) of the person's total grade given in the examination in which the person receives a passing grade.

A member in good standing of a reserve component of the armed forces of the United States, including the Ohio national guard, who successfully completes the member's initial entry-level training shall receive a credit of fifteen percent (15%) of the person's total grade given in the examination in which the person receives a passing grade.

Applicants must submit a certificate of service or Honorable Discharge (Form DD 214 – Long Version) as proof of honorable military service at the time of filing the application to receive credit.

ADDITIONAL TESTING & REQUIREMENTS PRIOR TO APPOINTMENT

Applicants who obtain a minimum score of seventy percent (70%) or greater on the written examination (prior to bonus credit being included) will be required to pass an oral interview, background investigation, drug screen, and medical evaluation.

REASONABLE ACCOMODATION

Applicants with a disability requiring accommodation at any phase during the testing process must advise the Civil Service Commission in writing at the time of application to permit accommodations. Failure to notify the Commission of any disability requiring accommodation after the application deadline may result in the Commissions inability to accommodate any disability.

EQUAL EMPLOYMENT OPPORTUNITY

The City of Massillon is an equal opportunity employer.

BY ORDER OF THE MASSILLON CIVIL SERVICE COMMISSION

Megan Starrett, Aaron Violand, Kordell Ford

Tom Burgasser, Administrator

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