



## CITY OF MASSILLON WWTD JOB DESCRIPTION



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**Job Title:** Wastewater Industrial Maintenance Technician  
**Department:** Wastewater Treatment Department  
**Position Type:** Full Time

**Status:** Classified  
**Reports to:** Manager of WWTD  
**As of:** May 2026

### POSITION SUMMARY

Under general supervision from WWTD, Wastewater Industrial Maintenance Technician is responsible for skilled technical work of a demanding nature. Work involves inspection by visual and mechanical procedures as well as repair by approved methods of wastewater and other conduits of this nature. Industrial Maintenance Technician performs daily tasks associated with maintenance routines to ensure plant compliance. Industrial Maintenance Technician will need to have a Water Reclamation I Certification from the State of Ohio EPA within 24 months of the date hire.

### ESSENTIAL DUTIES AND RESPONSIBILITIES FOR THE WWTD

Incumbent works under supervision of the Chief Industrial Technician, Supervisor, Superintendent and Manager, performing a variety of complex analytical, writing, presentation, and recordkeeping assignments. The duties listed below are illustrative only and are not meant to be a complete and exhaustive listing of all of the duties and responsibilities of the classification.

- Ensures operation of machinery and mechanical equipment by completing preventive maintenance requirements on engines, motors, pneumatic tools, conveyor systems, and production machines; following diagrams, sketches, operations manuals, manufacturer's instructions, and engineering specifications; troubleshooting malfunctions.
- Locates sources of problems by observing mechanical devices in operation; listening for problems; using precision measuring and testing instruments.
- Removes defective parts by dismantling devices; using hoists, cranes, and hand and power tools; examining form and texture of parts.
- Determines changes in dimensional requirements of parts by inspecting used parts; using rules, calipers, micrometers, and other measuring instruments.
- Adjusts functional parts of devices and control instruments by using hand tools, levels, plumb bobs, and straightedges.
- Conserves maintenance resources by using equipment and supplies as needed to accomplish job results.
- Provides mechanical maintenance information by answering questions and requests.
- Prepares mechanical maintenance reports by collecting, analyzing, and summarizing information and trends.
- Maintains safe and clean working environment by complying with procedures, rules, and regulations.
- Available "On-Call" during non-regular scheduled hours and for overtime as needed.
- Other duties as assigned by management.
- Assist in training Laborer
- Contributes to team effort by accomplishing related results as needed.

### SUPERVISORY RESPONSIBILITIES

This position does not include supervisory responsibilities