



# Haverhill

Human Resources Department, Room 306

Phone: (978) 374-2357 Fax: (978) 374-2343

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**August 29, 2025**

**Job # 2025-47**

## **PLEASE POST ANTICIPATED OPENING**

**POSITION:** **Maintenance Mechanic Helper** (Civil Service position)  
**Wastewater Treatment Plant**

**HOURS OF WORK:** **Monday-Friday/7:00AM-3:00PM**  
**(40 hours per week)**

**SALARY:** **\$22.29 - \$27.23 per hour**  
**(AFSCME Group salary scale)**

### **GENERAL STATEMENT OF DUTIES AND RESPONSIBILITIES:**

Participates in the overhaul, repair, testing, maintenance and operation of a wide variety of mechanical equipment in a large activated sludge wastewater treatment plant; performs related work as required.

### **Examples of Duties and Responsibilities:**

Participates and/or assists in the repair, replace, rehabilitation and/or maintenance of wastewater treatment units, which include but are not limited to:

Step Screens and associated wash presses, Primary Settling Tanks, Primary and Secondary Scum Collection Systems, Gravity Thickeners, DAFT Units, Grit Classifiers, Aeration System, Secondary Settling Tanks, Sodium Hypochlorite Disinfection and Storage, Septage Receiving and Handling, Davis Odor Control Unit and Composite Samplers, Biofilter Odor Control System (operational 2006), Activated Carbon Odor Scrubber System (operational 2006), sludge processing consisting of Centrifuge Dewatering Process and sludge cake disposal facility, Aerated Grit Removal Facility with blowers, augers, and pumps (operational 2006), CSO Bypass System and associated equipment, a facility wide SCADA System to control flow and processing of wastewater, sludge, and effluent. (operational 2006)

Participate in the maintenance of South Mill Street Pump Station, which has been upgraded to include a Modulating Gate in addition to the gates associated with the three river crossing siphons, bar screens with wash presses and grinders plus a SCADA system and the Marginal Pump Station. (operational 2006)

Participates in the repair, replacement, rehabilitation and/or maintenance of conveyors, chain belts, sprockets, shafts, bearings, and rails for raw sludge, grit and scum collecting and conveying systems as used in sedimentation tanks, grit channels, and mechanically cleaned bar screens.

Overhauls progressing cavity, duplex plunger, and high pressure piston pumps, renews plunger, stuffing boxes, connecting rods, eccentrics, shafts, bearing, couplings, and packing. Cleans, overhauls and maintains pumps, chlorinators and sludge valves; renews ball bearings, lubricant seals and retainers; overhauls motor reduction gears; renews internal parts as directed.



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Overhauls, removes and maintains all types of shaft couplings as well as flex-pipe, flex-grids, pneumatic members, rubber bushings and spiders, in an approved manner. Assists in overhaul and maintenance of aeration equipment, auxiliary and emergency diesel engines, and blowers; changes lubricants and filter media at scheduled intervals; renews internal shafts, gears, bearings, bushings, retainers and seals as directed.

## **SUPERVISION RECEIVED**

Works under the supervision of the Senior Maintenance Mechanic, who assigns tasks and inspects work for proper completion.

Repair, replacement, rehabilitation and/or maintenance of gas and air compressors, reduction gears, boilers, oil and gas burners, chlorine feeding equipment, valves, heat exchangers, centrifugal pumps, air or gas storage tanks, portable gasoline engine powered pumps, compressors, and welders.

Performs maintenance on vehicles of the wastewater, water, meter division and engineering departments as required.

Performs Mobile Equipment Operator/Custodian/Laborer's duties as needed. Required to perform additional duties that may be assigned by a supervisor.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

## **QUALIFICATIONS:**

Minimum of three (3) years training or actual experience in the operation, maintenance and repair of mechanical equipment as used in a large wastewater treatment plant. Considerable knowledge of the occupational hazards and safety precautions used pertaining to all phases of wastewater treatment plant maintenance. Appropriate Massachusetts Driver's License to operate up to a one ton pick-up truck and a small dump truck.

## **SUBSTITUTION:**

Successfully completed years of full-time, or equivalent part-time, training in a recognized technical institute, training center or college with course work in mechanical, electrical or marine engineering, diesel mechanics, electrical technology, tool and die making, metal spraying, and related subjects may be substituted for required experience on the basis of year for one (1) year of the required experience; a maximum of two (2) years' experience credit will be given.

## **SPECIAL QUALIFICATIONS, KNOWLEDGE AND ABILITIES:**

Considerable knowledge of the standard methods and practices for maintaining and repairing machinery. Considerable knowledge of the proper use of hand and power tools. Ability to perform orderly disassembly and reassembly of complex precision machinery and components.



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Strength and agility necessary to maintain and repair heavy, crude machinery. Knowledge of safe rigging, hoisting and tackle procedures. Knowledge of Water Pollution Control Federation Manual of Practice No. 1, "Safety in Wastewater Works" and any other accepted safety manual.

## **PHYSICAL REQUIREMENTS:**

Frequent strenuous physical effort required: ability to lift and carry on a frequent and continuous basis, weights of 50 to 75 pounds. Required to bend, kneel, reach and squat frequently throughout a work shift. Frequently moves in and out of equipment and vehicles.

Ability to perform manual labor for extended periods and under varying climatic conditions. Must perform light and heavy manual tasks. Constant light to moderate physical effort. Must be able to climb a ladder. May be required to stand or walk continuously throughout a shift.

Ability to use and wear personal protective equipment and clothing such as hearing protection, eye protection, foot and hand protection, respiratory protection and protective tyvek suits. Attendance is mandatory.

**Applicants will be required to undergo a background check including CORI/SORI screening prior to appointment.**

**CLOSING DATE: OPEN UNTIL FILLED**

**APPLICATION IS AVAILABLE ONLINE AT:**

**[www.haverhillma.gov/government/job-opportunities](http://www.haverhillma.gov/government/job-opportunities)**

**Application can be saved and sent as attachment when applying online. Cover letter, application and resume should be sent to: CITY OF HAVERHILL HR DEPARTMENT AT [HRD@HAVERHILLMA.GOV](mailto:HRD@HAVERHILLMA.GOV)**

**PLEASE REFERENCE JOB # 2025-47**

"The City of Haverhill is an AA/EEO/ADA Employer."