



Haverhill

Human Resources Department, Room 306

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

Denise McClanahan, HR Director – dmcclanahan@haverhillma.gov

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August 29, 2025

Job # 2025-45

PLEASE POST
ANTICIPATED OPENING

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

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

SALARY: **\$25.33 - \$30.67 per hour**
(AFSCME Group salary scale)

GENERAL STATEMENT OF DUTIES AND RESPONSIBILITIES:

Responsible for the overhaul, repair, testing, maintenance and operation of the all the equipment in the City of Haverhill's Wastewater Treatment Plant and related facilities utilizing current available technology, tools, and equipment.

SUPERVISION RECEIVED:

Works under the direct supervision of the Senior Maintenance Mechanic and indirect supervision of the Facility Manager.

SUPERVISION EXERCISED:

Supervises one or more workers assigned as helpers, outside vendors and contractors as assigned.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

Performs a variety of skilled and unskilled tasks to provide quality operation and maintenance of all wastewater assets consisting of the optimum use of labor, equipment, and materials. Keep equipment in good repair using best management practices.

Assists in overhaul and maintenance of 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.

Performs maintenance on equipment including, but not limited to, centrifuges, DAF units, step screens, bar screens and wash presses, settling tanks and collector mechanisms, aeration system, grit system, odor control systems, CSO bypass equipment, SCADA equipment, chlorination equipment, conveyance equipment, etc.



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Performs work in accordance with all federal, state and local laws, rules and regulations, and within mandated and appropriate health and safety rules and regulations. Provides input to update standard operating procedures and health and safety programs.

Performs corrective and preventive maintenance on various types of pumps and all related equipment. Makes regular inspections of equipment to ensure proper operation, diagnose problems and identify maintenance or repair needs. Operate equipment with programmable logic controllers (PLC) with local and remote control and alarming systems. Document operational status and initiate work orders as needed. Respond to alarms to diagnose and correct problem.

Maintenance Mechanics are also responsible for the maintenance of South Mill Street Pump Station, which 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.

Knowledge of computer operations, data entry into data management systems, operate plant and pump station PLCs and SCADA system.

Supervises and performs work related to installations and rebuilds of all Wastewater assets.

Maintains wastewater and storm water facilities in a clean and orderly manner.

Available for scheduled overtime, emergency response and possible call out 24/7 in all kinds of weather conditions.

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:

At least four years full-time paid experience in positions of increasing responsibility in the operation and maintenance of wastewater and storm water equipment or related field. Educational training in recognized technical program may be substituted for a maximum of two (2) years of the required experience on the basis of one year for one year.

SPECIAL QUALIFICATIONS, KNOWLEDGE AND ABILITIES:

Knowledge of best management practices, technology, equipment, facilities, methods, health and safety practices and regulations, procedures, and regulations applicable to the operation and maintenance of wastewater and storm water collection systems.

Ability to establish and maintain effective working relationships with co-workers, associates, subordinates, outside vendors, contractors, other city departments, and the public.

Ability to read and interpret maps, construction plans, prints, specifications and operations and maintenance manuals.

Skills in written and oral communication at a level necessary for efficient job performance.



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Skills and ability in troubleshooting, problem solving, and maintenance and repair of equipment, tools and facilities typical of storm water and wastewater and pumping stations.

Working knowledge of the operation and maintenance of wastewater plants and pumping stations including pumps, control panels and systems, generators and computer control and monitoring systems.

Ability to work independently with minimal supervision, organizes and manages efficient use of time, multitasks on a variety of projects, and possesses strong attention to detail.

PHYSICAL REQUIREMENTS:

Employees in this position normally work in an outdoor environment subject to changing and seasonal weather extremes and 24/7 call in.

Requires walking, bending, kneeling, reaching, squatting, climbing, lifting and carrying. Must be able to lift and carry up to 75 pounds.

Requires frequent movement in and out of a vehicles and equipment, in and out of manholes and pumping stations, commercial and industrial facilities, construction sites, confined spaces, and wastewater and storm water facilities. Frequent travel is required by motor vehicle to work sites.

Ability to use and wear personal protective equipment and clothing such as hearing protection, eye protection, foot and hand protection, and respiratory protection.

Tasks frequently involve potential hazardous exposure to wastewater, hazardous materials, atmospheres, and moving parts and equipment typical of wastewater treatment plants, pumping stations, and collection systems

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

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

PLEASE REFERENCE JOB # 2025-45

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