

## **WATER METER TECHNICIAN**

### **DEFINITION**

Under the general supervision of the Water/Wastewater Superintendent, installs, maintains, repairs and replaces water meters and meter boxes; responds to customer complaints, and performs other related duties as assigned.

### **EXAMPLES OF ESSENTIAL DUTIES**

- Bench tests and field tests water meters.
- Inventories meters, parts and related equipment.
- Cleans meter boxes, flushes water system, maintains easy access to meters, tanks and access roads.
- Cleans, maintains and repairs meters.
- Turns on and shuts off water services.
- Responds to customer complaints as to water leaks, color, odor, taste and drops in water pressure.
- Delivers past-due and final notices to water service customers.
- Replaces water meters, meter boxes and meter lids.
- Assists the Water/Wastewater Superintendent in the orientation of new Water Meter Readers.
- Locates and exposes water meters and valves.
- Installs and repairs fire hydrant meters.
- Maintains meter repair shop in an organized and safe manner.
- Informs water/Wastewater Superintendent of meters and parts needed to maintain inventory.
- Enters and records data into computer.
- Reads water meters as necessary.
- Performs other related duties as assigned.

### **REQUIREMENTS**

Knowledge of: various water meter types; safety procedures relative to working in confined spaces; basic plumbing principles; American Water Works Association standards for water meters; traffic safety procedures.

## **Water Meter Technician**

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Skill in: oral communication and public relations skills to respond to complaints from water service customers; establishing and maintaining cooperative and effective relationships with supervisors, co-workers and the general public; reading and comprehension skills sufficient to allow for completion of a project based on the use of instruction manuals; reading numbers up to eight digits; reading water meters; repair and replacement of various types and sizes of water meters; use of street maps to find specific locations within the City, application of mortar and/or Speed-Crete; use of plumbing, mechanical, electrical and hydraulic hand tools; drills and miscellaneous power tool; portable pumps, both electric and fuel; pipe wrenches, peeling bar, machete, axe and shovels; meter stick; ITRON hand held recording equipment; driving; computer data entry and word processing.

### **OTHER REQUIREMENTS**

Must possess a valid California Driver's License at the time of hire.

Must be able to handle the physical requirements of the position which include: working outside in inclement weather, lifting and moving objects weighing as much as 50 pounds; pushing, pulling or dragging meters and meter boxes weighing up to 50 lbs; stooping/reaching and moving over uneven terrain; climbing ladders; balancing on high places; working in cramped spaces; standing for extended periods of time.

Must be willing to wear appropriate safety gear as required.

Must be willing and available to work overtime as necessary and to travel out of town if required for trainings and/or meetings.

### **EDUCATION AND EXPERIENCE**

Applicants must have experience and training, which would demonstrate possession of the required knowledge and skills outlined above. An example would be equivalent to graduation from high school and some experience in basic plumbing. Previous experience in the construction and/or maintenance trades is also desirable.