

JOB TITLE: METER SERVICE

Under the general direction of Engineering, reads residential and business customer water meters for billing and provides quality field service.

ESSENTIAL FUNCTIONS:

- Performs service connections and terminations.
- Installs, removes, and maintains water meters and automatic reading and billing systems
- Checks customer plumbing for leaks and advises as to type of repairs needed.
- Locates stop boxes, valves, and water mains and verifies meter readings.
- Operates appurtenances to the distribution system; changes, repairs, and tests water meters.
- Responds to low pressure complaints and investigates service and main leaks
- Obtains 400 to 500 meter readings per day using a hand-held computerized reader.
- Visually checks seals on meters to determine possible tampering.
- Reports violations or illegal connections on the water distribution system.
- Makes repairs to Automatic Reading and Billings systems (ARBs).
- Prepares and maintains required written records.
- Drives a company vehicle daily to assigned area.
- Reads meters on assigned routes.
- Communicates daily to customer inquiries regarding meter reading.

ESSENTIAL REQUIREMENTS:

- Must be an organized, self-motivated person with good judgment and effective communication skills.
- Ability to maintain a safe working environment.
- Ability to demonstrate basic written and verbal skills.
- Shall possess a valid Iowa driver's license and have a good driving record.
- Ability to walk a minimum of five miles daily over uneven and unfamiliar terrain.
- Familiarity with City street locations preferred.
- Basic knowledge of plumbing techniques.
- Basic knowledge of the use of hand tools.
- 96% minimum attendance.

ESSENTIAL PHYSICAL DEMANDS:

- Continuously walks rapidly for extended periods over uneven terrain.
- Occasionally handles up to 100 lbs. and lifts 50 lbs.
- Occasionally climbs and descends ladders.
- Occasionally works in confined spaces.
- Occasionally stands, squats, bends over, kneels, reaches, and lifts above and below shoulder height.
- Continuously differentiates electronic sounds.
- Continuously reads pressure gauges, charts, and meters.

ENVIRONMENTAL CONDITIONS:

- Occasional exposure to adverse weather conditions.
- Occasional exposure to traffic and machine noise.

All the above duties and responsibilities are essential job functions subject to reasonable accommodation. All job requirements listed indicate the minimum level of knowledge, skills, and/or ability deemed necessary to perform the job duties, responsibilities or requirements. Employees may be required to perform any other job-related instructions as requested by their supervisor, subject to reasonable accommodation.