

<b>Job Title:</b>	<b>Meter Technician</b>	<b>Job Category:</b>	<b>Laborer</b>
<b>FLSA Status:</b>	<b>Non-Exempt/Hourly</b>	<b>Position Type:</b>	<b>Full-time (40 hours/week)</b>
<b>Job Purpose:</b> Supporting the maintenance and operations of the Limestone Water Service System			
<b><u>ESSENTIAL DUTIES</u></b>			
<b>Meter Technician:</b> <ul style="list-style-type: none"> <li>• Reads, inspects, cleans, tests, disassembles, repairs, and replaces water meters.</li> <li>• Inspects meters and connections for defects, damage, and unauthorized connections. Reports irregularities to Customer Service Representative</li> <li>• Inspects, cleans, tests, disassembles repairs, and replaces backflow prevention devices.</li> <li>• Operates repairs, meter testing equipment</li> <li>• Work service orders for meter-related tasks</li> <li>• Enters data on handheld computer device</li> <li>• Working collections on delinquent accounts and removes meters and related work as required</li> <li>• Maintains meter shop</li> <li>• Demonstrates the ability to adapt to procedure changes and workload and maintain composure when confronted with stressful situations.</li> </ul>			
<b>QUALIFICATIONS</b>			
<b>Education/Experience</b> High School Graduate or GED required Obtain Class A CDL permit within 12 months of hire Obtain Class A CDL license within 18 months of hire Obtain a Grade 1 Water Certification with ADEM within 12 months of hire			
<b><u>Skills/Knowledge</u></b> <ul style="list-style-type: none"> <li>• Knowledge of local geography, including street locations and numbering system of the county and water system</li> <li>• Safety practices and procedures for installing, repairing, and maintaining water systems</li> <li>• Methods, materials, and tools needed for installing, repairing, and maintaining water meters</li> <li>• Effective working relationships with co-workers and customers</li> <li>• Work independently with accountability for accurate and complete results</li> <li>• Be extremely organized</li> <li>• Have strong attention to detail</li> <li>• Work well both independently and in a team environment</li> <li>• Communicate well; listen, verbal, written</li> <li>• Ability to make arithmetical calculations rapidly</li> <li>• Analyze information and respond appropriately</li> <li>• Manage time wisely and prioritize tasks</li> <li>• Work well under pressure</li> <li>• Take the initiative when needed</li> </ul>			

Attributes

- Professional appearance and manner
- Exceptional attention-to-detail
- Desire and ability to learn
- Honest and trustworthy
- Extremely organized
- Strong work ethic
- Self-motivation
- High energy
- Dependable
- Respectful
- Flexible
- Positive

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Work is performed 90% outdoors. Must be able to lift items weighing over 40 pounds. Work of this class involves walking in all weather conditions and considerable bending, stooping, stretching, and lifting.

Must possess a valid Alabama driver's license.

Supervision Received

CFO

Hours

Regular hours are 7:00 a.m. – 3:30 p.m. Monday-Friday; however, additional hours may occasionally be required. Regular and punctual attendance is required. Be on 24-hour call duty one week every four weeks.

**Created By:**

**Date**

**Created:**

Click or tap to enter a date.

I certify that I can perform all the assigned duties with or without reasonable accommodation.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date