

METER REPAIRER

Definition:

Under direct or general supervision services and repairs various types of water meters in the field and in a repair shop and performs related work as required.

Essential Duties and Responsibilities:

The responsibilities and essential duties performed on a frequent and recurring basis by an incumbent include the following:

Inspects and trouble shoots water meters to determine needed repairs.

Disassembles and cleans water meters.

Replaces or repairs broken water meter parts.

Reassembles and tests water meters for flow rates.

Records water meter data to include servicing, testing and repair specifics and dates of same.

Paints water meters as needed.

Responds to inquires from the public when in the field.

Drives a vehicle on City business.

Operates/uses a variety of hand and power tools related to meter repair.

Cleans and maintains tools, equipment and work areas used in water meter repair.

Lifts and moves objects weighing up to 75 pounds.

Assists with maintaining inventory levels of water meter parts.

Other Duties and Responsibilities:

Performs other projects/tasks as assigned.

Class Characteristics:

Meter Repairer is a multi-incumbent class in the Maintenance Services Department. Incumbents perform a variety of general and specialized duties relating to the repair of water meters.

Contacts and Relationships:

A Meter Repairer has the majority of their interaction with other Maintenance Services Department staff, although contact with the public will occur during the course of certain work assignments.

Qualification Guidelines:

The knowledge and abilities which are required to perform the duties and responsibilities of this class are as follows:

Knowledge of:

Standard hand and power tools.

Knowledge of the materials and methods used in water meter repair.

Basic principles of water meter operation.

Safety precautions and practices necessary when working with hand and power equipment.

AND

Ability to:

Lift and move heavy objects safely.

Operate job related hand and power equipment.

Understand and carry out oral and written directions independently.

Communicate effectively orally.

Read at the level required for successful job performance.

Establish and maintain effective relationships with those contacted in the course of work.

Write reports and record and transfer data from one form to another.

A typical way to obtain the knowledge and abilities is as follows:

Education: Graduation from high school. Supplemental course work or training in water meter repair preferred but not required.

AND

Experience: One year of performing general maintenance duties.

Special Requirements:

Valid and appropriate California Drivers License and acceptable driving record at time of appointment and throughout employment in this position.

Certain assignments may require the possession of or the ability to obtain a specialized motor vehicle operator's license.

Must be able to work a flexible schedule to accommodate City needs to include overtime and emergency call back.

Other:

Valid and appropriate Water Treatment and/or Distribution Operator Certificates at time of appointment and throughout employment in this position are preferred but not required.

Physical Tasks and Working Conditions Include the Following:

Work is performed indoors and outdoors. When work is performed outdoors, there is full exposure to the elements. An incumbent may perform strenuous physical labor requiring physical strength and endurance. Incumbents drive a vehicle on City business, operate a variety of hand and power tools and may work under damp conditions. Incumbents crouch, sit, stand, walk on slippery and/or uneven surfaces, bend, kneel, pull, reach, push, twist, climb ladders and sloping surfaces, and grasp, drag, lift and carry items weighing 75 pounds or less. Incumbents may be exposed to chemicals, solvents, paint, dust, fumes, vehicular traffic and noise and must be able to meet the physical requirements of the class and have mobility, vision, hearing and dexterity levels appropriate to the duties to be performed.

Fair Labor Standards Act Designation: Non-exempt.

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