

Job Listing

JOB SUMMARY

This position is responsible for inspecting meters and utility systems for the city.

MAJOR DUTIES

- Reads water, electric, and gas meters.
- Performs work orders as assigned.
- Cuts off and on utility services.
- Collects meter data and submits to administrative support to generate bills.
- Inspects utility system for problems, including water and gas leaks, tampering, and down power lines.
- Performs related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of the locations of utility meters and roads.
- Knowledge of the mechanical functions of water, gas, and electric meters.
- Skill in operating a handheld computer.
- Skill in operating a motor vehicle.
- Skill in oral and written communications.