

WATER METER TECHNICIAN

PURPOSE AND NATURE OF WORK

Work activities in this class require the performance of mechanical tasks in the installing, cleaning, repairing and testing of water meters. The work often includes contact with customers in order to understand the nature of the problem and to explain what tests or repairs will be performed. Incumbents may be required to work in varying weather conditions and may be subject to periodic 24-hour call. Duties are performed under close supervision until routine processes are learned, after which a superior is consulted only when unusual problems are encountered. Work is performed under the general supervision of a Labor Foreman III.

ILLUSTRATIVE EXAMPLES OF WORK (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

Takes apart and cleans water meters, repairs or replaces worn or defective parts, refinishes dial faces and number wheels, and reassembles meters. Salvages usable parts of worn out meters and keeps such parts for future use. Makes field repairs on water service installations which include replacing meter glass, cleaning dials, replacing dials, replacing washers and packing, repairing or replacing meter boxes, meter box lids, and connections in meter boxes. Picks up malfunctioning and broken meters in the field; installs new and repaired meters. Sets up meters using handheld components, tests water meters for accuracy, and ensures readings are transmitted to system. Locates water leaks concerning water meters. Discusses meter problems with customers; explains the tests performed on the meters and what can or cannot be done to remedy the customer's problem.

Performs related work as required.

NECESSARY KNOWLEDGE, ABILITIES, AND SKILLS

Knowledge of the methods, materials and techniques required to install and make minor repairs to water meters.

Knowledge of streets and layout of the Lafayette area.

Ability to understand and follow oral and written instructions.

Ability to develop and maintain effective working relationships with superiors, other employees and the public.

Skill in the use of hand tools.

Ability to deliver professional customer service with water customers.

Ability to use computer applications.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from high school and some experience in the repair of small machines and mechanical devices or related work; or any equivalent combination of training and experience. Possession of Class II Water Distribution certification as administered by the State of Louisiana, within two years of appointment.

NECESSARY SPECIAL QUALIFICATIONS

1. Possession of a valid Louisiana driver's license.
2. Ability to maintain a functional telephone.
3. Ability to arrive on site within 30 minutes of being notified for after-hour call out.