



## **Utilities Meter Technician**

Franklin County Public Utilities is recruiting for the position of a Utilities Meter Technician. An employee in this class performs varied semi-skilled, unskilled, and occasionally skilled duties in the maintenance, repair, reading and operation of water meters and automated water meters. Work involves operating a variety of tools (hand and power) and light, medium, and heavy equipment. Employees are subject to working in both inside and outside environments, in extreme hot and cold weather, and exposure to various hazards such as loud noises, vibration, moving mechanical parts, electrical current, chemicals, fumes, odors, dusts, mists, gases, poor ventilation, and oils. Employees are also subject to working in confined spaces on water distribution system. This position requires knowledge in practices and principles of AWWA, OSHA, Federal, State and County codes and regulations governing water systems. The job also requires considerable customer relations skills and the ability to deal effectively with angry customers. Employees are also subject to callback work. Work is performed under close supervision and is evaluated through observation and inspection for adherence to instructions and standard trade and safety practices.

### **Duties and Responsibilities:**

- Performs maintenance on water meters using troubleshooting and mechanical skills to test, repair, replace, and change out damaged or inoperable meters.
- Reads and records consumption of residential and commercial water meters with mobile and hand-held reading devices and manual reads; verifies that readings are within parameters and troubleshoots problems related to meters and reading equipment
- Installs, repairs, and inspects water meters, meter pits and meter reading equipment, valves, pressure regulators and flow testing meters; and trains other staff members in all aspects of the job.
- Maintains daily work reports and meter reports and logs.
- Performs maintenance around meter boxes, such as replacing broken or missing lids, adjusting height, removing weeds, etc.
- Responds to customer service requests, not limited to connections, disconnects, rereading meters, checking for leaks, etc.
- May be required to respond to emergency callouts or assist the operation crews with system repairs
- Ensures proper inventory of meter-related equipment and parts.
- Sets out fire hydrant meters for requesters.
- Assists other Water Distribution Division employees as requested.
- Performs all work duties and activities in accordance with County policies, procedures, and safety practices.
- Performs other duties as assigned. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this position at any time.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a team.
- Represents the County with dignity, integrity, and a spirit of cooperation in all relationships with staff and the public.

## **Knowledge, Skills and Abilities**

- Meter services rules, regulations, policies, and operating procedures including water conservation and identifying sources of high water use.
- Meter equipment used by the County.
- Basic mathematics with a focus on water flow and metering.
- Safe work methods and safety regulations while performing maintenance work.
- Record keeping practices of work performed.
- Computer applications related to the work with a focus on meter reading, charts, graphs and word documents.
- Techniques for dealing with angry or individuals from various socio-economic, ethnic, and cultural backgrounds.
- Working knowledge of the occupational hazards and safety precautions of the work.
- Knowledge at the basic to journey level in a trade area such as welding, carpentry, or electrical trades.
- Knowledge of the municipal water and sewer services policies practices and procedures.
- Knowledge of traffic laws, ordinances and regulations pertaining to operations of motorized equipment.
- Ability to exert heavy physical effort.
- Ability to understand oral instructions and to read line maps and operation and service manuals.
- Ability to establish and maintain effective working relationships with citizens, supervisors, and other employees.

## **Desirable Education and Experience:**

High school diploma or GED with experience in semi-skilled maintenance or construction work, customer service, or equivalent combination of education and experience.

## **Special Requirement:**

Must possess a valid North Carolina driver's license upon hire. Must possess North Carolina C-Distribution certification upon hire. Must complete North Carolina Competent Person, Trenching and Shoring, Confined Spaces and DOT Flagger certifications, and Defensive Driving training within first year of employment.

**Work Location:** Youngsville, NC

**Hiring Range:** \$35,666 – \$36,558

**Salary Range:** \$35,666 – \$45,475

**Closing Date:** This recruitment will remain open until filled.

**How to Apply:** Visit <https://www.franklincountync.us/employment-opportunities/employment-center> to complete an electronic application or to obtain a printable application.

*Franklin County is an Equal Opportunity Employer.*

*The County prohibits discrimination based on race, sex, color, creed, national origin, age or disability.*

*Pre-Employment Drug Screen and Criminal Background Screening are required.*