

Meter Reader/Service Maintenance

POSITION PURPOSE:

Maintains, repairs, installs, tests, changes and reads meters. Has knowledge of commonly-used concepts, practices, and procedures set forth by the American Water Works Association industry standards. Read meters throughout Magna Water District, both residential and commercial, either manually or by remote read. Set new meters for both residential and commercial buildings. Completes work orders for final reads, re-reads, and other meter-related problems. Tests meters and transponders. This requires equipment to be removed, tested, and replaced if necessary. Report code compliance issues when they are observed while traveling meter-reading routes throughout the District. Processes incoming service orders within a 24 hour time period.

PERFORMANCE MEASUREMENTS

*Qualifications

Training/Education/Certification

- Graduation from High School or G.E.D.; and/or
- An equivalent combination of education and experience.
- Valid Utah Class D Drivers License
- Water sampling and testing experience.
- Backflow testing certified or willing to be certified.
- Water Operator Certification Grade I within one year.
- Water Operator Certification Grade II within two years.
- Water Operator Certification Grade III within four years.
- Water Operator Certification Grade IV within six years.

Experience Preferred

One (1) year general work experience performing above or related duties of water utility service experience or in a related field.

Position Functions

- Knowledge of operating basic manual and power tools.
- Perform basic mathematical computations in reading and using various meters, gauges and related devices; and use use of instrumentation equipment and computer software such as MS Office Programs.
- Ability to use pager, cellular phone and two-way radio.
- Multi-task oriented and ability to set priorities.
- Well-organized, accurate, and attentive to detail.
- Ability to work as part of a team or individually.
- Ability to maintain professional demeanor when answering customer inquiries.
- Demonstrated customer service experience.
- Demonstrated oral and written communication skills.
- Ability to lift, on average, 30-50 lbs daily.

Immediate Supervisor: Working Foreman

Salary: Commensurate with experience & qualifications

Qualified Applicants Mail Resume to:

Human Resources
Magna Water Co., an Improvement District
PO Box 303
Magna, Utah 84044

Or email to:

hrinfo@magnawater.com

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