

METER READER

DISTINGUISHING FEATURES OF THE CLASS: This is primarily unskilled work in a water distribution system which involves taking and recording water meter readings and performing minor adjustments to meters. The work requires moderate physical effort and is performed under direct supervision of a higher level system supervisor. During periods of emergency, employees in this class may be required to work at other than normal working hours. Does related work as required.

TYPICAL WORK ACTIVITIES:

Takes and records readings from water meters;
Cleans, adjusts, and makes minor repairs to defective meters;
Uses common hand tools for particular tasks;
Keeps records and makes reports;
As required, assists work crew, in a laboring capacity, in the repair of broken water mains;
May clean various water distribution system equipment;
May operate motor equipment on special assignments.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Ability to read water meters; ability to read and understand simple oral and written directions; ability to use common hand tools.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma.

NOTE: Work, schooling or military service may be substituted for high school on a year for year basis.

SPECIAL REQUIREMENT: If required to drive a motor vehicle must possess a valid driver license appropriate for the size and kind of vehicle to be operated.

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Competitive

12.27.2024 New York State Civil Service approved Non-competitive title in the NY HELPS Program.