

Senior Meter Reader

Customer Service

CS/5

JOB SUMMARY

This position is responsible for reading utility meters to record usage data.

MAJOR DUTIES

- Walks or drives a truck along established routes.
- Reads meters electronically and manually to determine usage.
- Reports theft of services.
- Locates and repairs leaks.
- Provides information and assistance to customers.
- Re-reads meters as needed.
- Maintains assigned vehicle.
- Flags traffic at work sites as needed.
- Assists less experienced staff in resolving more complex meter issues.
- Performs related duties.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while standing, walking, bending, crouching or stooping. The employee frequently lifts light and occasionally heavy objects.
- The work is typically performed outdoors. The employee is exposed to dust, dirt, grease, and occasional cold or inclement weather.

MINIMUM QUALIFICATIONS

- High School Diploma, GED or equivalent experience.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- Possession of or ability to readily obtain a valid driver's licenses issued by the State of Georgia for the type of vehicle or equipment operated.

Any person interested in this position may submit an application at the City of Summerville, 120 Georgia Ave., Summerville, GA 30747. Resumes may also be submitted via e-mail to awhite@summervillega.org or mailed to:

City of Summerville
Attn: Angie White
P.O. Box 180
Summerville, GA 30747