

WATER METER SPECIALIST

DISTINGUISHING FEATURES OF THE CLASS: This is semi-skilled mechanical work involving responsibility for the reading, installation, maintenance, repair, testing and cleaning of water meters and backflow prevention devices. Employees in this class work with computer aided reading devices. Work is performed under general supervision in accordance with prescribed procedures. A Water Meter Specialist does related work as required.

TYPICAL WORK ACTIVITIES:

- Routinely reads water meters;
- Installs new water meters on new services;
- Repairs, replaces and cleans defective or noisy meters in homes, businesses or industrial establishments;
- Work on water service lines and water mains, as required;
- Removes and resets water meters at consumers' premises;
- May dig holes in concrete, blacktop or soil to locate, straighten or replace the curbside water line shutoff;
- Mix, repair and replace concrete and blacktop;
- Investigates consumer complaints of excessive charges;
- Tests and calibrates new and repaired water meters;
- Repairs or rebuilds commercial meters at installation site;
- Computes results of meter tests and records accuracy of meter tested;
- Tests backflow prevention devices;
- Indexes and files results of meters tested and rated.

REQUIRED SKILLS, KNOWLEDGES, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the operation, installation, maintenance and minor repair of water consumption measuring devices; ability to read meters and measuring devices; ability to work with automated water meter reading devices; ability to deal effectively with the public; ability to follow simple oral and written directions; mechanical aptitude; honesty; dependability; initiative; good judgment; physical condition sufficient to perform the essential functions of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma **and** one year of mechanical experience including the repair of small parts mechanisms or one year of experience as a plumber or plumbers' assistant.

SPECIAL REQUIREMENTS:

- 1) Possession and maintenance of an appropriate class driver's license.
- 2) Possession and maintenance of a New York State Department of Health Backflow Prevention Device Tester Certificate within six (6) months of appointment.
- 3) Possession and maintenance of New York State Department of Health Grade D Water System Operator certificate within six (6) months of appointment.

CATTARAUGUS COUNTY CIVIL SERVICE

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