



JOB DESCRIPTION: METER SERVICES TECHNICIAN (Provisional)

WHO WE ARE

Monroe County Water Authority is a not-for-profit public benefit corporation that reliably provides quality, affordable water to foster economic vitality and enhanced quality of life for Monroe County and area communities who request service. Currently serving over 700,000 people in Monroe and its five adjacent counties, MCWA produces and delivers an average of 60 million gallons of water each day.

WHAT WE OFFER

- Competitive pay based on experience and certification
- Scheduled 40 hours per week
- Paid training
- Overtime opportunities
- Health insurance
- Dental insurance
- Life insurance
- Paid vacation
- 12 paid holidays per year
- Five personal days
- Deferred compensation plan
- New York State Employees Retirement System

WHAT YOU BRING

- Working knowledge of plumbing systems, good knowledge of water meters and their functions.
- Analytic ability to locate and identify source of problems relative to high water bills, piping or fixture problems.
- Ability to write clear reports regarding service action, unapproved cross connections, etc.
- Ability to read, change, install and set water meters.
- Ability to read and interpret maps and follow written directions.
- Ability to operate a service vehicle in a safe and prudent manner.
- Ability to communicate effectively orally; tact and courtesy in dealing with the public; integrity; dependability; good judgement.

TYPICAL WORK ACTIVITIES

- Investigates customer complaints regarding high water bills and recommends corrective action; records and reports back on action taken.
- Performs on-site monitoring of new tract, commercial and single family residence construction; sets a meter as soon as practical.
- Notifies and instructs contractors of required plumbing corrections as required by Monroe County Water Authority Rules and Regulations.
- Performs turn-offs and turn-ons of delinquent water service accounts and seasonal water services.
- Performs water service account audits as requested by Customer Service based upon computer-generated reports identifying unusual consumption trends, stopped meters, high number of estimates, etc.
- Completes daily work reports which include short written description of work performed.
- Assists water customers in ascertaining piping or fixture failures causing leakage.
- Assists in the reading and testing of meters when necessary.
- Operates power driven or hand tools as required to complete meter installations.
- Performs all work in accordance with established departmental safety procedures.

MINIMUM QUALIFICATIONS

Graduation from high school or possession of an equivalency diploma, plus three (3) years paid full-time or its part-time equivalent experience in water meter reading or water meter repair or installing, repairing and maintaining water distribution systems.

Possession of a valid New York State Class D Operator's license at time of appointment.