

Department: Town of Wilmington
Classification: _____

SPEC DISK G6
DOCUMENT 13

METER INSTALLATION PERSON

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for repairing, testing, installation and calibration of defective or new meters. This is routine technical work consisting of the installation, maintenance and repair of measuring meters. Specific instructions are received as to jobs to be performed. Work is performed under immediate or general supervision depending upon the assignments. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (*Illustrative only*)

Installs, reads, removes and resets meters in the homes of consumers;
Tests, repairs and recalibrates consumption meters;
Turns off or on services as requested by consumers;
Receives and investigates complaints of customers;
Maintains meter records;
Repairs and tests meters;
Maintains inventories of meters and supplies necessary for operation;
Receives and investigates complaints of customers.

MINIMUM QUALIFICATIONS: Either:

Graduation from high school or possession of a high school equivalency diploma; or one year experience as a journeyman plumber or electrician and completion of a standard grade school course, preferably with course at a trade facility.