

Meter Reader, Town of Speedway

Job Purpose: Perform a variety of skilled duties related to meter reading and required for the proper operation, maintenance, and repair of the Town of Speedway Water System.

Essential Duties and Responsibilities:

- Reads and installs residential water meters
- Verifies meter reading to locate abnormal consumption and records reasons for fluctuations
- Inspects meters for defects, damage, and unauthorized connections.
- Maintains accurate records of work performed
- Inspect and maintain fire hydrants
- Assist with completing work orders
- Inform and interact with the public in a courteous and professional manner
- Provide general maintenance of water system infrastructure, such as valves, fire hydrants, water main, lines, water meters and other equipment.

Schedule

- 7:30 – 4:30 – Monday - Friday
- Work schedule may include some weekends and holidays
- Participate in on call program
- Frequent in town travel will be required

Pay: \$18 - \$20 per hour depending on certifications and experience

Knowledge & Skills:

- Basic principles, practices, tools, equipment, and supplies required to maintain and repair water distribution system
- Safe driving rules and practices
- High level of customer service dealing with the public, employees, etc.
- Use vehicles, tools, and equipment related to the work.
- Distribution licenses, preferred
- Ability to lift 50 – 75 lbs
- Experience safely operating backhoe and dump truck
- 2-years of experience in essential duties and responsibilities
- Maintain a valid driver's license, demonstrated safe driving record, and remain insurable through the Town's liability insurance carrier

To apply, please send resume to Nikki Parker, HR Manager, Town of Speedway at nparker@speedwayin.gov.