

Jurisdictional Class: Competitive  
Adopted: July 3, 1991  
Revised: March 24, 2015

## **WATER METER MAINTAINER**

**DISTINGUISHING FEATURES OF THE CLASS:** This is skilled work involving cleaning, repairing, and testing defective water meters and installing new ones as well as recording readings of water and sewer meters, gas pump meters, and electric hour meters. It involves difficult calibration and adjustments and testing of all meters in homes and commercial establishments. It may also involve the investigation of suspected leaks and notification of property owners in cases where repairs are necessary. Duties are performed under general supervision. Supervision may be exercised over the work of subordinates. The incumbent does related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative only)

Disassembles, tests, and repairs defective water meters;  
Installs and reads water meters in residential units and commercial establishments;  
Connects and discontinues utility service on consumers' premises;  
Locates sources of water leaks and waste and services lines using electronic equipment;  
Performs hydrostatic pressure tests of mains, service lines, and valves;  
Repairs vaults, vault covers, and service boxes;  
Keeps accurate records of all meter readings;  
Locates water and sewer mains;  
Participates in the removal of snow from pits and hydrants;  
Examines meter and water fixtures in order to determine causes of variances in water bills;  
Field tests, calibrates, and repairs large compound fire line meters;  
Takes and records pressure and flow tests of fire hydrants in the water distribution system;  
Installs, services, and tests back flow prevention valves;  
May perform a variety of cleaning tasks;  
May collect on delinquent water accounts;  
May assist in disinfecting the water distribution system.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

Good knowledge of the operation, maintenance, and repair of common types of water meters;  
Knowledge of the tools, equipment, and methods of repairing such mechanisms;  
Working knowledge of ordinary plumbing fixtures and equipment;  
Ability to make simple arithmetical calculations;  
Ability to install and repair water meters;  
Mechanical aptitude.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of a high school equivalency diploma and two (2) years of experience in the installation and/or repair of water meters or similar mechanical metering devices, as a plumber's helper, or as a mechanic's helper.

**SPECIAL REQUIREMENT:** Eligibility for an appropriate class New York State Driver's License at time of application. Possession of license at time of appointment.