

## **Meter Reader Job Summary**

If you are searching for an entry-level position in the water utilities field where you can work independently, we may have the ideal job for you. Our company is recruiting a part-time reader to assist our billing department in obtaining customers' water consumptions. Meter readers work in the field for most of their day and check residential and commercial building meters. The position involves 40-50 hours monthly.

## **Job Responsibilities**

- Input data about customer water usage into a handheld device using database software and details from the location's water meter
- Report inoperable and malfunctioning devices or unauthorized changes to the meter to supervisors when spotted during field checks
- Log all details such as addresses visited, meters checked, breaks taken and any other incidents to be uploaded into the handheld device each day
- Walk or drive to travel in the local region, and visit each home or business on the meter reading list each day

## **Job Skills & Qualifications**

Required:

- High school diploma or GED certificate
- Valid Driver's license
- Dependable vehicle with valid insurance
- Ability to work independently

**Resumes may be mailed or delivered to 17 Maple Avenue, Blairsville 15717**