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Revised

**CITY OF RIVERSIDE**  
**HUMAN RESOURCES DEPARTMENT**  
**CLASSIFICATION SPECIFICATION**

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**TITLE: UTILITIES WATER METER TECHNICIAN I / II**

**DEFINITION**

Under general supervision, to perform skilled and supervisory work in the repair, installation and testing of water meters; and to do related work as required.

**DISTINGUISHING CHARACTERISTICS**

The Utilities Water Meter Technician I is entry-level work in the meter section of the Water Division. Incumbents receive daily instruction and training from a Utilities Water Meter Technician II. Utilities Water Meter Technician I's are considered to be in a training status; as assigned responsibilities and knowledge increase and incumbents demonstrate the ability to perform the more complex duties of the job, they may expect to be reassigned to the journey class of Utilities Water Meter Technician II.

**REPORTS TO:** Utilities Water Supervisor

**SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from the Utilities Water Supervisor; may lead subordinate staff as assigned.

**EXAMPLES OF DUTIES**

Typical duties may include, but are not limited to, the following:

- Test, clean, repair, calibrate and rebuild large and small water meters in the shop or field.
- Keep records of meters tested, installed and repaired.
- Make special detection checks and perform necessary repairs.
- Perform a variety of skilled plumbing tasks in water main, service, hydrant and valve maintenance and repair.
- Operate large trucks and construction equipment such as loaders, backhoes, water truck and trenching machines.

**QUALIFICATIONS**

**Knowledge of:**

- Methods, materials and tools used in water meter repair work.
- Mechanisms of water meters and the ability to use this knowledge in the testing and repair of meters.
- Occupational hazards and safety precautions necessary in such work.

**Ability to:**

- Understand and carry out oral and written instructions.
- Use and care for tools and testing equipment.
- Read and interpret blueprints, drawings and schematics.

- Maintain records and prepare reports.
- Train subordinates.
- Work under emergency conditions, day or night, and be willing to work when called anytime during a 24-hour period.

**Education and Experience:**

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Utilities Water Meter Technician I:

Education: Equivalent to the completion of the twelfth grade.

Experience: At least one year of experience in water system construction and/or maintenance work which includes experience in the testing, installation, and repair of water meters.

Utilities Water Meter Technician II:

Education: Equivalent to the completion of the twelfth grade.

Experience: At least three years experience in the testing, installation, and repair of water meters.

**MEDICAL CATEGORY:** Group 2

**NECESSARY SPECIAL REQUIREMENT**

Possession of, or ability to obtain, a valid California Commercial Class "B" Motor Vehicle Operator's License with a tank endorsement.

Possession of, or ability to obtain within six months of appointment, a valid California Class "A" Motor Vehicle Operator's License with a tank endorsement.

Possession of a valid California Department of Health Services Water Distribution Operators Certificate, Grade II must be obtained within three years of appointment and/or before reassignment to the Utilities Water Meter Technician II level.

**CAREER ADVANCEMENT OPPORTUNITIES**

**FROM:** Utilities Water Meter Technician I

**TO:** Utilities Water Meter Technician II

**TO:** Utilities Water Supervisor