

JOB TITLE: METER TECHNICIAN “C”
DEPARTMENT: METER DEPARTMENT
SUPERVISOR: METER SUPERINTENDENT
HOURS OF WORK: 7:00 – 3:00
FLSA STATUS: FULL TIME, NON-EXEMPT
UPDATED: 07/19/2022

The technician is responsible for the installation, connection, testing, operation, repair, maintenance and calibration of all single-phase electrical measuring devices. This includes indicating and recording equipment and other instrumentation required in monitoring the production, transmission, distribution, control, and consumption of electrical energy.

Typical duties include but are not limited to the following:

- A. Installation, connection, testing, operation, repair, troubleshooting, maintenance and calibration of single-phase kilowatt-hour meters, and all associated equipment; solid-state electronic metering, recording and tele-metering equipment; voltage, current and load surveying and recording equipment.
- B. Investigation of reports of energy consumption irregularities, power quality, energy theft, meter tampering, and other unauthorized or hazardous conditions.
- C. Installation, operation, troubleshooting, and maintenance of meter reading systems and communication equipment.
- D. Operation, maintenance, repair and calibration of test equipment and instrumentation.
- E. Preparation and maintenance of required Meter Department records.
- F. Read and interpret electrical drawings, schematics, wiring diagrams, specifications, and technical manuals.
- G. Fill in for Meter Readers or Service Person when required.
- H. This position requires occasional aerial work and frequent exposure to energized equipment (Secondary and primary).
- I. Perform operator level checks and maintenance on assigned company vehicles. Keep vehicle clean and safe and report any vehicle problems promptly.
- J. Perform other jobs assigned in time of special need to assure continuity of service.

Background

Confidentiality:

This job works with customer related information, confidentially must be exercised. It

must be understood that any breach of customer confidentiality could damage our customers, which in turn could damage RP&L.

Contacts:

Inter-company contacts may include all departments within RP&L, either personally or electronically (e-mail, telephone, radio). Outside contacts may consist of any or all RP&L customers.

Equipment:

This position will require you to work with many different pieces of sensitive electronic equipment (electronic standards, computers, handheld measurement devices). This position also requires work on bucket trucks, ladders and driving company vehicles.

Expenditures:

Must work within a defined budget and accounting system involving petty cash and work orders.

Mental Application:

This person must be mentally and psychologically able to perform all the required duties. This person is required to follow and carry out both written and verbal orders using good judgment and common sense.

Physical Demands:

The physical demands described here are representative of those which must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is required to stand, talk, hear, walk, sit, lift, pull, reach, stoop, kneel, crouch, work in awkward positions and smell. The employee must occasionally lift and/or move up to 60 lbs. Specific vision abilities required by this job, include close vision, distance vision, peripheral vision, and depth perception. Must be able to identify color variations because of wire coding system. Must possess a good degree of hand and finger dexterity as would be necessary for soldering and for working on delicate instruments.

Responsibilities:

This position is responsible for all aspects of single-phase meter operation, installation, maintenance, accuracy, record keeping and reading. This position is also responsible for associated aspects of single-phase service including power quality, current diversion (energy theft), load surveying and all equipment needed for these applications. The above will require the use of math and trigonometry.

Supervision:

This position does not require the person to be a direct supervisor of employees but will be expected to lead the activities of others for the purpose of training. Must be able to work without direct supervision.

Training:

This position requires successful completion of two (2) training periods of six (6) months minimum during which the technician must demonstrate satisfactory and steadily increasing proficiency in all facets of the job. A formal performance appraisal will be made at least once during each training period to determine the technician's level of proficiency, progress, and readiness to advance to the next training level. Such appraisals will be based on the technician's successful completion of required training programs and examinations as well as job knowledge and proficiency, attitude, productivity, work habits, safety performance and other factors.

Working Conditions:

Work is to be performed both indoors and outdoors on energized and de-energized equipment. Some exposure to inclement weather will occasionally be necessary. This position requires learning, applying, and following numerous RP&L, APPA, OSHA, and industry standard safety rules and practices. Violations of the safety rules, practices and procedures will be dealt with in accordance with the company policies.

Qualifications

Graduation from high school or applicable equivalent.

Hold at least a two-year associate degree or equivalent in Electrical Engineering, Electronics, or related field from an approved college or university. It is the prerogative of the utility to determine whether a particular degree qualifies for this requirement.

Must be able to work independently, use critical thinking and troubleshooting skills, think on their feet, and use common sense, in order to reach valid conclusions and make good decisions in line with department and company policies.

Must take and use the guidance of the superintendent and senior technicians.

Must be able to communicate effectively and tactfully with other employees and with customers, both verbally and in writing.

Must take and successfully complete appropriate supervision and technical schooling as directed by the department head.

Must be willing and able to climb and work on ladders, as the job requires. Occasional work from a bucket truck is required.

Must be able to work in confined spaces.

Must be willing to work inclement weather.

Must be familiar with electrical systems and proficient in the use of volt-ohm and tong-amp meters.

Must be familiar with using a personal computer and Microsoft Office.

Must be willing to work on energized equipment (secondary & primary)

Must possess legible handwriting.

Must be willing to work a reasonable amount of overtime including some Saturdays and Sundays.

Must be able to maneuver stairways.

Must maintain a neat and orderly appearance because of working in the public view, and wear proper company issued clothing and safety equipment.

Must have one of the following:

If licensed in the State of Indiana: Motor vehicle operator's license with Endorsement 2 ("For-Hire"); Chauffeur's license; CDL Class "B"; or CDL Class "A"

If licensed in the State of Ohio: Non-commercial Class "D"

Wage

\$27.75 per hour

Health Benefits

Medical
Dental
Vision
Prescription

Flex Spending Account

Insurance Benefits

Life and AD&D
Short-Term Disability
Long-Term Disability
Voluntary Life

Retirement

401a Defined Contribution Plan
401a Company Matching
457b Deferred Compensation Plan

Paid Time Off

Vacation Days
Personal Days
Sick Leave
10 Holidays

Other

Education reimbursement
Gym membership subsidy
EAP