

CITY OF HAMILTON

PUBLIC WORKS DEPARTMENT (WATER/WASTEWATER DIVISION – LOCATION – 330 WENTWORTH ST. N.)

WATER METER TECHNICIAN – CUPE 5167

SUMMARY OF DUTIES

Report to Supervisor, Meter Operations. Install, remove and maintain water meters as per Water Meter Installer designation; assemble, overhaul, test and calibrate meters.

GENERAL DUTIES (INCLUDING, BUT NOT LIMITED TO)

Install, remove, replace and maintain remotes and water meters (up to and including 25mm dia.) above ground and in chambers at commercial, residential, and industrial properties.

Perform plumbing modifications (such as soldering and installation of taps/elbows/flanges/couplers/adapters, compression fittings and pipe cutting and threading) for new installations and maintenance changes.

Repair meters and remote readers in shop and on-site and program meters.

Investigate and perform on-site troubleshooting of meters/remotes and perform corrective work.

Investigate, assess, advise customer and report findings concerning water damage, improper installations, frozen meters, tampering of asset, meter malfunction, cross connection/backflow.

Import, export and data entry/retrieval of Hansen workorders using laptop computer.

Answer customer, staff and contractors' water meter related inquiries (including legislation, bylaws, standards and drawings).

Maintain inventory of parts and supplies for meter rebuilding and calibrating, and purchase supplies as necessary.

Locate, turn off/on valves and main stops of various sizes and disable curbstops.

Prepare chambers for confined space access/egress by sampling atmospheric conditions, performing air exchange.

Direct, co-ordinate and assign tasks related to two man crew work.

Repair, service and maintain City public water filling stations.

Drive and maintain vehicle and operate/maintain various hand and power tools and equipment such as drill press, electric overhead crane, sand blaster, propane torches, gas detectors, confined space tripod and harness, hydraulic jack, large meter testing tanks, meter reader.

Load/unload parts, supplies, tools to and from vehicle/work site or shop.

Perform other duties as assigned which are directly related to the major responsibilities of the job.

QUALIFICATIONS

1. Demonstrated knowledge in installing and inspecting water meters normally acquired by obtaining a Water Meter Installer certificate and related training and experience in meter repairs/rebuilding/testing and calibrating.
2. Cross connection/backflow certificate.
3. Class "G" driver's licence.
4. Computer skills in Hansen asset system and Outlook.
5. Good verbal/written skills.

THIS POSITION REQUIRES A VALID CLASS "G" DRIVER'S LICENCE AND PROOF THEREOF IS REQUIRED AFTER HIRE.