

# JOB DESCRIPTION

## SERVICE TECHNICIAN

### Duties may include:

Reading meters, may include extensive walking

Service Department Work Orders Including:

- Final Readings
- Turn ons / turn offs
- Verifying Meter Readings

Open and close office

Empty trash cans

Routine service calls

Installing new meters in existing services

Installing, maintaining and repairing of water main and water meter leaks as well as follow up clean up of yards and paved surfaces

Maintenance of trucks, back hoe, skid steer, excavator and other heavy equipment

Drill meter lids

Hang door tags, turn water off/on for non payment of bills

Grass/ weed cutting and snow removal at district properties

Collect and submit water quality samples

District building and property maintenance

Emergency on call duty includes, 24 hours a day nights and weekends

Distribution troubleshooting

Maintenance and operation of underground gate valves and all district fire hydrants

Operation of various power equipment including but not limited to:

- Saws, drills, cutters, boring equipment, etc.

Excavation using shovels and other various hand tools

Working outside year round in all four weather seasons

Other duties as required