

CITY OF BURBANK

WATER METER MECHANIC

DEFINITION

Under direction, to install, inspect, test, repair, and calibrate water meters; to investigate and report on consumer complaints; and to do related work as required.

ESSENTIAL FUNCTIONS

Installs, inspects, tests, cleans, repairs, overhauls, calibrates, and adjusts all types and sizes of water meters, both in the shop and in the field; keeps records of repairs and tests on meters; investigates and reports on consumer complaints of noisy meters or pipes, dirty water, low or high pressure, low flow, over and under meter registration; checks leaks and breaks in lines, mains, or services; reads domestic, fire and production meters; makes other plumbing repairs, repairs water services and valves; replaces and/or installs meter boxes and lids; performs system maintenance, including fire hydrant flushing and repairs, valve exercise system flushing, fire service inspection, repair and maintenance; conducts new fire service inspections in conjunction with the Fire Department; trains and directs the work of other crew members and apprentices as required; drives on City business.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of –construction, maintenance, repair, and calibration of water meters 5/8” through 10”; principles and use of backflow preventers; safety rules, laws, and regulations regarding shop and field activities in the water system.
- Skill in – operating machine and hand tools.
- Ability to – keep accurate records and reports; supervise and train helpers and apprentices; operate a variety of equipment and vehicles; establish and maintain effective working relationships with supervisors, fellow employees, and the public.

Education/Training: Graduation from high school or equivalent at time of appointment and one year of experience in the repair or testing a variety of types and styles of water meters.

Special Conditions & Requirements: Employees in this classification will be required to lift up to fifty pounds and will be subject to exposure to dust, noise, fumes and chemicals used in cleaning and repairing water meters.

Licenses & Certificates: A valid California Class “C” driver’s license or equivalent at time of appointment; a valid Grade 1 (T1) Water Treatment Operator certificate and a valid Grade 2 (D2) Water Distribution Operator certificate issued by the State of California Department of Public Health are required at time of permanent appointment. Certificates are required to remain valid during the course of employment in this classification.

SUPPLEMENTAL INFORMATION

None.