

Meter Reader

The City of South Haven is seeking a Meter Reader. Responsibilities include to read and record the readings of utility meters; to inspect meters for proper functioning; to perform a variety of skilled and responsible construction and maintenance activities involving the safe and efficient operation of various kinds of automotive and power-driven equipment and to perform related work as required.

Typical duties and responsibilities:

- Read utility meters and record readings
- Inspect meters and report defective meters or other malfunctions.
- May report illegal connections.
- Make arithmetic calculations.
- Operate vehicle to and from assigned readings.
- Answer customer complaints and requests.
- Operate power driven equipment as qualified.
- Perform street maintenance
- Assist in the installation and maintenance of water and sewer mains and associated equipment.
- Assist in concrete work for the construction and maintenance of public works systems.
- Perform required routine maintenance and inspection of vehicles and equipment, as directed.
- Comply with all safety standards and procedures.
- Perform related work as directed including the work of lower rated employees

Qualifications:

High school diploma or equivalent; knowledge of the operation and maintenance of various types of heavy-duty equipment and vehicles; knowledge of methods, materials and equipment used in water, sewer and street system maintenance and construction; minimum of one year of relevant experience.

Must have good driving record, possess valid Michigan driver's license and be able to obtain a CDL within 18 months of employment.

Applications are available in City Hall lobby and City's website at <http://www.south-haven.com>

Mail completed applications to Human Resources Department, City of South Haven, 539 Phoenix Street, South Haven, MI 49090; email to dlull@south-haven.com or fax to (269) 637-5319. Applications will be accepted through February 23, 2018.

City of South Haven is an Equal Opportunity Employer