

Duties and Responsibilities
(continued)

- Operates tapping equipment.
- Performs rechecks of original reads, which resulted in questions and/or complaints as directed by water department.
- Use maps, drawings and electronic equipment to locate and dig up, and/or clean out curb boxes or meter vaults.
- Assist in the training of the use of equipment needed for the position.
- Performs related duties as required.

Technical Skills

- Must demonstrate knowledge of the municipal water main network and the various connections between that network and points of residential, commercial, and industrial usage; the mechanical design, parts, and operation of water meters and water service components; meter reading and billing procedures; geography and street pattern of the area; basic plumbing principles and repair techniques.
- Must demonstrate ability to use handheld electronic devices as required. Assesses own strengths and weaknesses; Pursues training and development opportunities; Strives to continuously build knowledge and skills; Shares expertise with others.
- Must demonstrate ability to perform addition, subtraction, multiplication, and division of whole numbers and fractions.

Education and Experience

High school graduation and two (2) years experience in the installation or reading of water meters, or construction and maintenance of water mains and services.

Certificates/ Licenses/Special Requirements

- Must possess a valid State –issued driver's license in accordance with the City of KCMO policies.
- May be required to possess a valid CDL (Commercial Driver's License) Class A, B, or C issued by the State of Missouri prior to the end of the employee's probationary period (appropriate CDL will be determined by the department)
- Must pass a physical examination as prescribed by the City.
- Must pass a background check as prescribed by the City.
- Will be required to pass a preemployment drug screen

Supervisory Responsibility

None

Supervision Received

Work is performed under general supervision.

Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.

Created

Revised

10/79, 10/03, 9/06, 8/2022, 8/2023