

JOB DESCRIPTION

Title: **METERING TECHNICIAN**

GENERAL PURPOSE

Under general supervision from the Superintendent of Metering and Technical Services, repairs, tests and programs electronic and mechanical meters for residential and commercial uses.

Conducts field installation of

current and/or potential transformer meter installations. Conducts field testing of meters and burden testing of current transformers.

EXAMPLE OF DUTIES

- *-- Performs bench testing and calibration of mechanical kWh and mechanical demand meters
- *-- Performs bench testing and calibration of electronic kWh and electronic demand meters
- Uses PC to program both residential and commercial electronic meters (both kWh and demand).
- *-- Performs field installation of current and/or potential transformer installations for commercial services. Calculates demand multiplier for these installations.
- *-- Performs field testing of meters and burden testing of current transformers where it is not practical to remove these for bench testing.
- *-- Performs meter change outs as required, including residential, self-contained commercial and transformer rated metering.
- *-- Installs remote metering devices as required.
- Programs voltage and current recorders for installation on customer premises.
- *-- Responds to service orders concerning residential and commercial customers to include meter change outs, stopped meters, rereads of meters, connects, disconnects, high bill complaints, etc.
- *-- Repairs and upgrades existing current transformer metering installations while maintaining service. Uses rubber gloves to perform this task.
- Performs other metering duties as required.

MINIMUM QUALIFICATIONS

Education and Experience

- Graduation from High School and two years of electric system metering or electronic instrumentation experience, or an associate's degree in electronics, computer technician, or instrumentation, or any equivalent combination of related experience and education.

Special Requirements

- Must possess a valid Mississippi Driver's License;
- Must have good color vision.

Necessary Knowledge, Skills and Abilities

- Knowledge of programming, testing, repairing and calibration of electronic and mechanical meters.
- Knowledge of instrument transformer operations, connections, uses of, and hazards involved with these.
- Skill in reading schematic diagrams and wiring layouts.
- Ability to deal with irate customers, communicate both verbally and in writing, create

effective working relationships with the public and employees.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

-- The employee must frequently lift and/or move up to 50 pounds.

WORK ENVIRONMENT

-- While performing the duties of this job, the employee regularly works in outside weather conditions. The employee is regularly exposed to wet and/or humid conditions, ambient air, temperature extremes, traffic, and risk of electrical shock.