

# METER SERVICE TECHNICIAN

Finance | Customer Service



## SUMMARY

Install and service electric and gas meters. Perform disconnections on meters as needed. Investigate utility billing high bill complaints.

### JOB OVERVIEW

#### Starting Pay

\$14.72- \$18.89 per hour

#### Schedule

Monday- Friday

*Must work a weekly rotational after-hours call.*

#### Shift

7:30 a.m. - 4 p.m.

### LOCATION

Government Tower

### REPORTS TO

Customer Service Manager

### WORK ENVIRONMENT

- Frequent interactions with members of the public
- Indoors and outdoors in varying climates and conditions

### EMERGENCY EVENTS

Not required to work during emergency events.

## ESSENTIAL FUNCTIONS

1. Complete residential and small commercial electric meter installation and disconnections.
2. Check for theft and/or service tampering of electric meters and record and report code violations.
3. Investigate utility billing high bill complaints by ensuring meters are working correctly and recording accurate readings.
4. Serve as meter reader when necessary. Read and record accurate electric/gas meter readings as conveyed by radio from senior customer service representative.
5. Report all unsafe conditions or defective equipment to immediate supervisor.
6. Perform other duties as assigned by supervisor.

## GENERAL REQUIREMENTS

1. Be comfortable working around dogs.
2. Have mechanical aptitude.

## EDUCATION, EXPERIENCE, AND LICENSES

1. High school diploma or GED certification required.
2. Experience/education in basic elements of electrical circuits desired.
3. Possess and maintain a valid Louisiana driver's license.



Questions? No problem! Email us at [employment@tpcg.org](mailto:employment@tpcg.org).