



POSITION OPEN

PUBLIC UTILITIES DEPARTMENT METER READER

Job Posting Date - January 7, 2016

The City of Conway is accepting applications for the position of Meter Reader. This position performs responsible semiskilled and clerical work locating and reading water meters; does related work as required. This position is to install, read, test, replace, repair and calibrate water meters and backflow prevention devices; and to provide professional and courteous customer service at all times. Work is performed under the supervision of the Meter Maintenance Supervisor.

Minimum Experience and Training: Any combination of education and experience equivalent to graduation from high school and some meter and backflow maintenance or construction experience. General knowledge of water service rules and regulations and of the City area; general knowledge of the testing, repair and operation of water meters; ability to make accurate observations; ability to make simple arithmetical calculations; ability to use tools and operate equipment; ability to establish and maintain effective working relationships with associates and the general public. Must possess a valid South Carolina driver's license. Possession of or the ability to obtain a Class D Water Distribution and Systems and possession of or the ability to obtain Backflow Prevention State Certification.

Entry level pay for this position is \$27,545.00 (\$13.25 per hour)

Interested persons should submit an application with a certified ten year driver's record to the Human Resources Director, Lynn S. Smith at P.O. Box 1075 Conway, SC 29528. Applications may be obtained from the SC Department of Employment & Workforce Center at 200-A Victory Lane Conway, SC, or downloaded from www.cityofconway.com. Deadline to apply for this position is 5:00 pm on Friday January 15, 2016.

**CITY OF CONWAY IS A DRUG FREE AND EQUAL
OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**