



## **MARSHALLTOWN WATER WORKS METER READER/SERVICE**

Marshalltown Water Works (MWW) is accepting applications for a Meter Reader/Service position. Under the general direction of the Customer Service Manager, reads residential and business customer water meters for billing, services meters and performs other field work as required.

For a posting with the complete job description and to download the MWW application, please visit [www.marshalltownwater.com/employment](http://www.marshalltownwater.com/employment) or contact the MWW main office at 205 E State St. to get a copy.

### **ABOUT MARSHALLTOWN WATER WORKS**

Marshalltown Water Works (MWW) is dedicated to providing high quality drinking water to Marshalltown and the surrounding area, delivering an average of 6 MGD to its customers through 165 miles of water main.

We know that water is a valuable resource – one that plays a critical role in sustaining life, and we take our mission to protect public health seriously. At MWW, we are proud to be united by integrity, respect and the pursuit of excellence to be the best we can be for the customers and communities we serve. Together, the team at MWW uses science, technology, capital investments, and amazing talent to provide communities with clean, safe drinking water.

### **COMPENSATION:**

Starting wage: \$19.48 – \$24.68/hour, depending on drinking water certifications  
\$20.26 – \$25.67/hour, effective July 1, 2022

40-hours/week with overtime as needed

Training provided by Marshalltown Water Works

Competitive benefits package offered

### **ESSENTIAL FUNCTIONS:**

- Operate valves to start and stop water service.
- Installs, removes, tests, and repairs water meters and reading equipment.
- Checks customer plumbing for leaks and advises customer as to type of repairs needed.
- Locates stop boxes, valves, and water mains.
- Responds to low pressure complaints and investigates service and main leaks.
- Visually checks seals on meters to determine possible tampering.
- Reports violations or illegal connections to the water distribution system.
- Makes repairs to Automatic Reading and Billings systems (ARBs).
- Prepares and maintains required written records.
- Drives a company vehicle daily to assigned area.
- Reads meters on assigned routes, meeting required deadlines.
- Communicates regularly with customers and contractors to address questions and concerns in a courteous and professional manner.
- Maintains meter shop inventory.
- Set hydrant meter/backflow assemblies at customer request.
- Completes service taps in compliance with MWW Rules and Regulations.
- Groundskeeping and maintenance of MWW property and equipment.

### **ESSENTIAL REQUIREMENTS:**

- Must be an organized, self-motivated person with good judgment and effective communication skills.
- Ability to maintain a safe working environment.
- Ability to demonstrate basic written and verbal skills.

- Shall possess a valid Iowa driver's license and have a good driving record.
- Ability to walk a minimum of seven miles daily over uneven and unfamiliar terrain.
- Familiarity with City street locations preferred.
- Basic knowledge of plumbing techniques.
- Basic knowledge of the use of hand tools.
- Backflow certification preferred.
- Bilingual in English/Spanish preferred.
- 96% minimum attendance.

**ESSENTIAL PHYSICAL DEMANDS:**

- Continuously walks rapidly for extended periods over uneven terrain.
- Occasionally handles up to 100 lbs. and lifts 50 lbs.
- Occasionally climbs and descends ladders.
- Occasionally works in confined spaces.
- Frequently stands, squats, bends over, kneels, reaches, and lifts above and below shoulder height.
- Continuously differentiates electronic sounds.
- Continuously reads pressure gauges, charts, and meters.

**ENVIRONMENTAL CONDITIONS:**

- Continuously works outside in all weather conditions.
- Frequent exposure to traffic and machine noise.

All the above duties and responsibilities are essential job functions subject to reasonable accommodation. All job requirements listed indicate the minimum level of knowledge, skills, and/or ability deemed necessary to perform the job duties, responsibilities or requirements. Employees may be required to perform any other job-related instructions as requested by their supervisor, subject to reasonable accommodation.

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**TO APPLY**

Complete and submit a Marshalltown Water Works application, posted at <https://marshalltownwater.com/employment>

The position will remain open until filled.

For additional information, contact Marshalltown Water Works Distribution Manager Deborah McElroy at 641-753-7913 or [deborah@marshalltownwater.com](mailto:deborah@marshalltownwater.com).