

CITY OF MARSHALL
Human Resources Division
401 S Alamo
Marshall, TX 75670

(903) 935-4425 Office
(903) 935-4429 Fax
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www.marshalltexas.net

EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

JOB TITLE: **METER READER**

JOB NUMBER: **201903**

**DEPARTMENT /
DIVISION:** **Finance / Water Billing**

**EXAMPLES
OF DUTIES:**

Responsible for reading water meters on assigned routes including recording readings on hand-held computer, verifying proper operation, identifying water meter irregularities and/or illegal use of water. Remove/install meters, reread meters with questionable water usage, and/or activate/terminate water service. Respond to customer questions and comments, and relay complaints and/or information to supervisor. Operate assigned truck and maintain clean condition. Perform other duties as apparent and/or assigned.

**MINIMUM
QUALIFICATIONS
AND EXPERIENCE:**

High School diploma/equivalent plus one year physically demanding and/or outdoor work experience. Must be able to walk scheduled route 6-8 hours per day in varying weather conditions including extreme heat, cold, and rain; must be able to exert 20-50 pounds of force on a recurring basis. Requires knowledge of hand-held computers, pumps, and general tools/shovels, ability to maintain composure during situations of conflict, work closely with others as part of a team, and ability to follow verbal/written instructions/procedures. Must maintain regular attendance and have a valid driver's license and driving record that meets/exceeds minimum city standards.

**SALARY
INFORMATION:** **\$12.40 per hour starting salary**

**CONTACT
INFORMATION:** **HUMAN RESOURCES DIVISION, CITY HALL**
401 S Alamo
Marshall, TX 75670
(903) 935-4425

**ADDITIONAL
INFORMATION:** Must demonstrate physical fitness, and pass medical, physical, and drug screening test as authorized by law. Must have a valid Texas driver's license and an acceptable driving record.

DATE POSTED: **January 28, 2019**

LAST DAY TO APPLY: **Open until filled**

An **EQUAL OPPORTUNITY** employer
promoting an **ALCOHOL** and **DRUG-FREE** work environment.