JOB DESCRIPTION
AMR Technician
Code Number: 56006

GENERAL PURPOSE
Under general supervision, performs a wide variety of skilled, journey-level duties in the Automated Meter Repair (AMR) team including: reading, building, programming, installing, activating, inspecting, diagnosing, replacing, and routing AMR meters; operating software related to AMR; generating AMR log summaries; submitting AMR information to billing system; and maintaining AMR inventory; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS
The Automated Meter Repair (AMR) Technician is distinguished from the Meter Repair Technician in that the latter handles the most difficult and complex meter repair and customer relations work requiring greater experience and independent judgment; deals with more complex customer service issues; and performs lead work duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES
The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the class.

Coordinates the installation of water meters with Developers and Contractors for new development.

 Programs and assigns water meters and transmitting devices to customer properties electronically.

Assigns work duties to other meter reading employees relating to all meter installation of AMR services.

Coordinates work duties, and timelines with other internal departments related to meter service installations and releases.

Monitors inventories and stock for all new water meters and transmitting devices.

Oversees all meter installations throughout new development, including potable and recycled water services.

Uses portable GPS devices and other various programs used to coordinate meter service locations.

Enters and updates data for all new meter installation on a daily basis.
Performs trouble-shooting duties on all AMR related water meters.

Provides training and informational meetings for various department staff, and outside agencies, as needed.

Reads, builds, programs, installs, activates, inspects, diagnoses, replaces, and routes AMR meters.

Operates software related to AMR; generates AMR log summaries; submits AMR information to billing system; maintains AMR inventory.

Corresponds with District personnel using e-mail.

Performs related duties as assigned.

**DESIRED MINIMUM QUALIFICATIONS**

**Knowledge of:**

Practices, methods, techniques, tools and equipment used in the reading, installation, testing, calibration, maintenance and repair of small, medium and large water meters that utilize AMI components; machine shop procedures and practices; safety practices, safe work methods and safety regulations pertaining to the work; shop mathematics; Safe Drinking Water Act and relevant EPA regulations; computer applications related to the work; codes, ordinances and regulations pertaining to the work; techniques of effective coaching.

**Ability to:**

Diagnose and repair a wide variety of small, medium and large water meters; use precision and diagnostic instruments to test and calibrate water meters; organize, set priorities and exercise sound, independent judgment within areas of responsibility; identify and implement effective courses of action to complete assigned work; read and interpret plans, specifications and manuals; establish and maintain effective working relationships with those encountered in the course of the work; follow and apply written and oral work instructions; communicate effectively, orally and in writing; coordinate work assignments with other sections, divisions or departments.

**Training and Experience:**

A typical way of obtaining the knowledge, skills and abilities outlined above is two years of experience in the installation, inspection, maintenance and repair of residential, industrial and commercial water meters.

**Licenses; Certificates; Special Requirements:**
A valid California driver’s license and the ability to maintain insurability under the District’s Vehicle Insurance Policy.

PHYSICAL AND MENTAL DEMANDS

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

Physical Demands

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms. The employee frequently is required to stand and talk or hear; walk or sit; climb or balance; kneel, stoop, crouch or crawl; work in confined spaces for long periods of time.

The employee must regularly lift and/or move up to 50 pounds and frequently over 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Mental Demands

While performing the duties of this class, the incumbent is regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use shop mathematics; observe and interpret situations; deal with changing, intensive deadlines; and interact with officials and the public.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee frequently works in extreme outside weather conditions; near moving mechanical parts; exposed to wet and/or humid conditions; and on slippery and uneven surfaces. The employee is frequently exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is frequently loud.

Incumbents are subject to 24-hour call out and weekend work.

FLSA DETERMINATION: Non-exempt