

Woodfin Sanitary Water and Sewer District

Job Title: Meter Reader

Department: Field Operations

Reports To: Field Supervisor

Job Overview:

The Woodfin Sanitary Water and Sewer District is seeking a dependable and detail-oriented individual to serve as a **Meter Reader**. This position involves reading and recording water usage data from residential and commercial meters throughout the District's service area. The ideal candidate will demonstrate a strong work ethic, attention to detail, and the ability to work independently in various weather conditions.

Key Responsibilities:

- Accurately read and record water usage data from meters on assigned routes.
 - Identify and report irregularities, potential leaks, or meter malfunctions.
 - Perform routine maintenance tasks such as cleaning, resetting, or replacing meter covers.
 - Respond to customer inquiries regarding meter readings and water usage.
 - Utilize handheld devices or related software to input and verify data.
 - Assist in verifying meter information to ensure proper billing.
 - Maintain accurate records of work performed and communicate effectively with supervisors.
 - Notify appropriate personnel of suspected issues requiring further investigation.
 - Follow all District safety protocols and procedures.
 - Be available for **on-call duties**, including responding to emergency call-outs on holidays, weekends, and nights as required.
 - Other duties as required.
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Qualifications:

- **Education:** High school diploma or GED equivalent required.
- **Experience:** Prior experience in meter reading, utility services, or a related field preferred but not required.
- **Certifications:** Relevant certifications in water distribution or meter technology are a plus and may increase the starting pay.
- **Must currently hold a valid North Carolina driver's license.**
- **Physical Requirements:**
 - Ability to walk long distances, bend, kneel, and lift up to 50 pounds.
 - Comfortable working in a variety of terrains, including uneven surfaces.

Work Schedule:

- **Hours:** Monday – Friday, 7:00 AM – 4:00 PM
- **On-Call:** Must be willing to work an **on-call schedule**, including responding to emergency situations during holidays, weekends, and nights as needed.

Compensation & Benefits:

- **Starting Pay:** \$21 per hour, with potential for higher pay based on certifications or direct experience.
- **Pay Schedule:** Paid weekly.
- **Benefits Package:**
 - **State Retirement Plan** – Secure your future with a robust pension plan.
 - **Longevity Pay** – Recognizing and rewarding years of service.
 - **Health Insurance** – Excellent medical, dental, and vision coverage.
 - **Paid Time Off** – Generous leave, including vacation and sick time.

Special Notes:

- This position **does not** require work on sewer infrastructure.
- Candidates with certifications in water distribution, meter technology, or prior utility experience will be considered for higher starting pay.

How to Apply:

Interested candidates should submit a completed application (woodinwater.com) and résumé to:
Woodfin Sanitary Water and Sewer District
122 Elkwood Avenue
Asheville, NC 28804

Or

Email to: seckard@woodfinwater.com

The position will remain open until filled.

The Woodfin Sanitary Water and Sewer District is an Equal Opportunity Employer.