

SENIOR ELECTRIC METERING SYSTEMS TECHNICIAN

DEFINITION

To organize, assign and review the work of assigned personnel engaged in installing, testing, programming, maintaining, calibrating, repairing and modifying electric revenue and power quality metering equipment; to perform duties requiring specialized knowledge; and to provide administrative support to assigned supervisor.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level in the Electric Meter Systems Technician series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed, complexity of duties assigned, independence of action taken, by the amount of time spent performing the duties, and by the nature of the public contact made. Employees perform the most difficult and responsible types of duties assigned to classes within this series, including providing technical and functional supervision over assigned personnel and perform technically complex duties related to metering. Employees at this level are required to be fully trained in all procedures related to assigned areas of responsibility.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from an assigned supervisor.

Exercises technical and functional supervision over a crew of Electric Metering Systems Technicians.

EXAMPLES OF ESSENTIAL DUTIES - Duties may include, but are not limited to, the following:

Assign, plan, prioritize, and review the work of staff assigned to a variety of installation, programming, maintenance, rebuilding, repairing and wiring of electrical revenue meters and associated equipment including transformer rated meters, pulse relays and recorders.

Develop schedules and methods to accomplish assignments ensuring work is completed in a timely and efficient manner.

Participate in evaluating the activities of staff, recommending improvements and modifications.

Provide and coordinate staff training; work with employees to correct deficiencies.

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Create and implement safety procedures and drawings related to the installation of electric revenue meters and related equipment, meter testing and auditing, power quality monitoring, meter investigations, power turn on and turn off and meter inspections.

Operate, troubleshoot and maintain Advanced Metering Infrastructure (AMI) hardware and software; perform system administration functions for AMI and MDM platforms and field programming devices including the maintenance testing and installation of firmware upgrades and new meter programs and profiles.

Review blueprints for permit application of new construction and remodels; conduct field inspections to ensure consistency with City standards.

Maintain inventory of electrical meters and related equipment and supplies; acquire quotes from vendors.

Provide support for the implementation of Advanced Metering Infrastructure (AMI); create Time of Use (TOU) schedules and develop electric meter programs.

Work with Engineering for power quality monitoring purposes, implementing solutions for excessive voltage drops and power flickering.

Install, test, and provide data interpretation for voltage and current recordings, power quality analyzers, and energy recordings at customer sites.

Install and maintain telecommunication equipment related to electronic meters.

Design, understand and troubleshoot complicated metering schemes; test, maintain, and troubleshoot all components using computer software.

Perform safety and compliance inspections on new and existing metering panels at customer sites; participate in the design and engineering of electronic metering systems.

Review and approve plans for tenant improvements and meet with customers and contractors for on site pre-construction consultations.

Answer emergency and trouble calls regarding a variety of metering and customer metering complaints.

Check on methods used by Electric Meter Systems Technicians to ensure adherence to safety guidelines; conduct safety tailboard meetings and monitor safe working habits of assigned staff.

Perform the most difficult work related to installation, maintenance and repair of the electric revenue metering systems.

Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Principles and practices of technical and functional supervision and training.

Advanced electrical theory, practices and troubleshooting.

Approved methods, materials and tools used in electric and electronic metering work.

Local, State, and Federal codes, regulations, and laws pertaining to electric utility metering and safety.

Advanced Metering Infrastructure systems.

Department policies and procedures.

Ability to:

Provide technical and functional supervision over assigned staff; effectively train staff.

Perform the most complex duties related to construction, maintenance, troubleshooting and repair of the electric revenue metering.

On a continuous basis, know and understand construction and maintenance activities and observe safety rules; intermittently, analyze problem equipment; identify safety hazards; locate equipment; interpret work orders; remember how to operate equipment; and explain jobs to other employees.

Intermittently, sit while studying or preparing reports; reach, bend, squat, climb, kneel and twist when repairing or installing equipment; perform simple and power grasping, pushing, pulling, and fine manipulation; and lift or carry weight of 50 pounds or less.

Identify electric meter system defects and recommend appropriate corrective actions.

Read and interpret sketches, blueprints and diagrams and modify as necessary to complete the work.

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Work assigned shift schedules; be available for call-back and on-call assignment.

Work unusual and prolonged work schedules during emergencies, seasonally-caused circumstances in varying weather and temperature conditions.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training

Experience:

Three (3) years of responsible journey experience performing duties similar to an Electric Meter Systems Technician II with the City of Roseville.

Training:

Equivalent to the completion of the twelfth grade supplemented by specialized training in an electrical utility or a related field.

License and Certificate

Possession of a valid California driver's license.

Possession of, or ability to obtain, First Aid and cardiopulmonary resuscitation (CPR) certificates.

05-09-20	Senior Electric Metering Systems Technician
08-15-09	Senior Electric Metering Technician
07-01-02	Metering Crew Supervisor
03-31-98	Senior Electronics Tech
06-12-97	
10-01-88	
09-16-87	
08-01-86	
07-01-02	