

Meter Installer/Reader (Temporary)

Job Requisition	JR-2025-113 Meter Installer/Reader (Temporary) (Open)
Job Family	CUPE
Start Date	2025-06-25
End Date	2025-07-10
Primary Posting	No
External Posting URL	https://vernon.wd10.myworkdayjobs.com/Vernon-Career_EXT/job/Operation-Services-Building/Meter-Installer-Reader--Temporary-_JR-2025-113
Description	Internal Closing Date: Jul 3, 2025

External Closing Date:

Jul 10, 2025

Note: Posting comes off at 12:00AM on the closing date, with the competition closing at 11:59pm the day prior.

Hourly Rate:

38.36

Minimum Weekly Hours:

40

Subject to return of incumbent

Reporting to the Manager, Utilities this position performs water related utility services and meter inspections and installations in accordance with standardized procedures within the City of Vernon and any contractual obligations or arrangements.

Duties Include:

- Installs, inspects, reads, tests and programs residential and commercial water meters and bypass piping which includes the placement of the official 'tamper proof seal'. This involves all aspects of remote reader installations, access to private residential property and to commercial buildings and properties. May include utilizing 'radio read' functionality.
- Performs major and minor skilled maintenance meter repairs as directed and in accordance with established procedures which meet current Canadian Plumbing Code standards.
- Investigates and resolves public complaints.
- Locates water services (singular or blocks) by utilizing electronic and manual tracing devices, researching service cards, maps, blueprints, legal plans, as-builts and other City records. Updates with accurate information and submits record updates to the appropriate City personnel.
- Flow tests residential and commercial water meters for accuracy using flow test equipment, and recommends if replacement is required.
- Operates valves to determine accessibility and ease of function and notifies affected customers of the service change or interruption. Reports major deficiencies or replacements required related to service valve leaks.
- Operates fleet vehicles and equipment in compliance with provincial regulations and municipal bylaws. This involves vehicle and equipment checks documented and forwarded to Fleet Operations for malfunctions or required repairs.

- Call-out and shift work may be required. Responds to after hour calls and takes corrective action as required.
- Performs other related duties assigned.
- All persons employed by the City of Vernon will be required to assist the City in providing emergency services. Duties assigned during an emergency may differ from regular duties.

Required Education and Experience:

- EOCP Certification at the following levels:
Water Distribution I and Wastewater Collection I

- Minimum 3 years recent experience in utility construction in a municipal environment that involved pipefitting of water, sanitary and storm infrastructure.
- Cross Connection Control Awareness.
- Class 5 drivers' license.
- WHMIS Training.
- First Aid Level 1.
- Transportation of Dangerous Goods.
- Confined Space.
- A combination of related education and experience may be considered.

Required Knowledge, Skills and Abilities:

- Remains a member in good standing with regard to EOCP and CEU requirements.
- Remains a member in good standing with BCWWA's CCC requirements.
- Fundamental knowledge of water system operation principles more specifically related to meter installation, configuration and operation (residential and commercial).
- Extensive knowledge of Cross Connection principals and solutions.
- Knowledge of a variety of different types of meters including but not limited to positive displacement, compound and turbine.
- Excellent communications skills (verbal and written) combined with the ability to exercise diplomacy, courteousness, tact and be respectful when dealing with employees, contractors and members of the general public.
- Ability to use a computer and related software and general office equipment
- Proficient use of water meter equipment.
- Ability to use leak detection equipment.
- Ability to use numerous small hand tools, metal detector and pipe locator.
- Ability to obtain and maintain an acceptable criminal record check and vulnerable sector check.
- Ability to meet the physical demands of the job including working in all weather conditions.

Preferred Education and Experience:

- EOCP Water Distribution System Operator Level II.

To Apply:

Please submit your resume, quoting the appropriate competition online at [vernon.ca/careers](https://www.vernon.ca/careers) by selecting "apply" and creating a candidate profile.

- Internal applicants are asked to apply using their worker profile.

By making application, you are authorizing the City of Vernon to verify, through whatever means deemed appropriate, any information included in your applicant profile.



The City of Vernon wishes to thank all applicants; however, only those candidates selected for an interview will be contacted. Please note that we are unable to accept phone calls regarding application status.

Worker Sub-Type	Fixed Term (Under 1 Year) (Fixed Term)
Location	Operation Services Building
Time Type	Full time
Locations	
Supervisory Organization	Utilities Water Operations