



## South Alabama Gas District Job Description

**Immediate Supervisor:**

**Meter Reader I**

**Job Summary:**

Revenue Accounting Supervisor

**Responsibilities:**

Responsible for: Reading meters; performing other duties associated with operating the gas system.

**Qualifications:**

- 1 Read meters and record volume consumption.
- 2 Perform turn-ons and turn-offs.
- 3 Assist with outside collections.
- 4 Perform leak detection test.
- 5 Issue customer route sequence numbers.
- 6 Perform other tasks as assigned or required.

**Experience, Training, Education:**

- 1 Knowledge of gas utilization equipment.
- 2 Working knowledge of gas meters.
- 3 Maintain current Alabama Drivers License.
- 4 Maintain applicable DOT Operator Qualification certifications.

**Physical Characteristics:**

- 1 One (1) year experience and/or related education.
- 2 High school diploma or equivalent.

**Other Characteristics:**

- 1 Ability to stoop, bend, pull, push, and lift objects in excess of 100 lbs.
- 2 Ability to see well enough to read fine print and prepare written reports.

- 1 Willing to work long hours.
- 2 Willing to work in inclement weather.
- 3 Willing to attend and participate in training program.
- 4 Willing to attend meetings and other activities after work hours.
- 5 Willing to comply with the dress code.