

## POSITION ANNOUNCEMENT

**Open Position: Meter Reader (Part-time)**

**Application Deadline: Full consideration given to applications received by 4:30 p.m. on Wed., August 16, 2017**

Applications are being accepted for the position of Meter Reader. This part-time position will typically be scheduled to work mornings Monday through Friday, for 20 to 25 hours per week. The position will read and electronically record electric and water meters with accuracy. The position also inspects and maintains the areas around water meters as needed, reporting any irregularities, damage, or impediments to meter access. The job requires significant physical exertion. The physical aspects of the job include:

- Good vision, with or without corrective lenses, in order to read meters accurately.
- Walking long distances for extensive periods of time, occasionally through uneven terrain with tall grass and through weeded areas.
- Reaching overhead, stooping, bending at the waist, kneeling, and climbing stairs.
- Repetitive lifting of 5 – 10 lb. meter tops, with occasional lifting of heavier meter tops.
- Tolerating extreme weather conditions. Work will be performed outside regardless of weather conditions and will include such extremes as hot, cold, rain and snow for prolonged periods.
- Work may include encounters with dogs and other kinds of animals.
- Must be able to use a shovel, vice grips, channel locks and other tools.

Requires a basic knowledge of computers and the ability to independently follow an established work schedule. This job requires mathematical skills sufficient to add, subtract, multiply and divide all units of measure. Must work cooperatively with the meter reading team, and maintain good relations with employees and customers. A general knowledge of the BGMU service area is desirable. Must have knowledge of safe driving practices and the laws regulating the operation of motor vehicles.

Minimum requirements: A high school diploma or graduate equivalency. A valid Kentucky driver's license and an acceptable driving record.

Preferred characteristics: Prior experience in utility meter reading.

### APPLICATION INSTRUCTIONS

Warren County, KY residency is required within 6 months of employment. Applicants must submit the BGMU Employment Application, which is available on our website ([www.bgm.com](http://www.bgm.com)) within the Careers area. Resumes alone will not be accepted. Application forms are also available at our 801 Center Street office in downtown Bowling Green. This position is open until filled. Full consideration will be given to applications received by 4:30 p.m. on Wednesday, August 16, 2017. All qualified individuals may apply by submitting the BGMU Application for Employment by:

1. Email to [employment@bgmu.com](mailto:employment@bgmu.com) (place "Meter Reader" in subject line).
2. Fax to 270-782-4565.
3. Mail to Attn: Human Resources – Meter Reader, Bowling Green Municipal Utilities, P.O. Box 10300, Bowling Green KY, 42102-7300.
4. Deliver application materials to the receptionist at 801 Center Street.

***BGMU is a Kentucky Certified Drug-Free Workplace and an EOE AA M/F/Vet/Disability Employer who recruits, hires, trains, and promotes persons without regard to race, color, religion, sex, age, disability, veteran status, national origin, or any other characteristic protected by law. Minority and female applicants are encouraged to apply.***