



EMPLOYMENT OPPORTUNITY

Meter Serviceperson

(\$3,400 - \$4,838 monthly,
plus benefit package)

Paradise Irrigation District is accepting applications to fill a regular full-time Meter Serviceperson position. Responsibilities include reading water meters and recording water usage; replacement of malfunctioning meters; repair and service of meters, and to perform related work as required.

QUALIFICATIONS: High school diploma or equivalent and possession of a valid California driver's license. Must possess a valid AWWA California/Nevada Section Certificate for Backflow Prevention Device Tester. One (1) year experience in work requiring mechanical aptitude and public contact are desired.

BENEFITS: Generous 9% deferred compensation with up to 3% additional matching opportunities, medical, dental and vision plan coverage for employee and dependents, \$50,000 paid life insurance coverage, flex benefits plan, long term disability, and paid holidays, sick and vacation programs.

DEADLINE: WEDNESDAY, JANUARY 22, 2020, 4:00 p.m. Job information available at the District Office, 6332 Clark Road, Paradise, M-F, 9am to 4pm; or visit our web site at www.pidwater.com. *To apply, send a current resume and a complete Paradise Irrigation District employment application*, to Paradise Irrigation District, Attn: District Secretary, 6332 Clark Road, Paradise, CA 95969. Phone: (530) 877-4971 Ext. 2039. FAX: (530) 876-0483.

METER SERVICEPERSON

Definition

Under supervision: to read water meters and record water usage; to replace malfunctioning meters; to repair and service meters; may be assigned standby duties subject to all conditions as established in the District's Rules and Regulations; and to do related work as required.

Examples of Duties

- Covers regular route reading and recording numbers on mechanical water meters.
- Locates private residence meters in ground and records reading.
- Cleans meter box or glass where needed.
- Checks meter number against route book.
- Records new listings and malfunctioning meters for shop records or repair.
- Maintains and services truck.
- Disconnects out-of-order meters, replaces damaged valves, replumbs meters.
- Checks meters on reading complaints.
- Collects delinquent water bills or seals off service.
- In shop:
 - Rebuilds meters.
 - Tests meters for accurate flow.
 - Maintains records and files; assists with inventory and ordering.
- Inspect and test required backflow devices.

Typical Physical Activities

- Operates District vehicles to travel between jobsites.
- Must be able to carry, push, pull, reach, grasp and lift equipment, parts and material weighing up to 60 lbs. daily, and occasionally up to 100 lbs.
- Stoops, kneels, crouches, crawls, climbs, during meter reading and repair.
- Works in an environment with exposure to dust, dirt, mud and water and significant temperature changes between heat and cold.
- Regularly uses a telephone for communication.
- Stands and walks for extended time periods.
- Hearing and vision within normal ranges.

Employment Standards

Knowledge of:

- Geographical locations and names of streets in the reading area.
- Tools and methods of small mechanical repair and plumbing.

Meter Serviceperson

Ability to:

- Read meters accurately.
- Learn meter repair and the operation of meter testing devices.
- Disconnect and install meters.
- Understand and follow oral and written directions, and work without close supervision..
- Perform heavy manual labor, often in inclement weather.
- Deal courteously and tactfully with the public.

Desirable Qualifications:

Experience: One year of experience in work requiring mechanical aptitude and public contact.

Education: High school diploma or the equivalency thereof sufficient to assure the ability to read and write at the level required for successful job performance.

License Certificate Requirement:

Driver License: Possession of a valid appropriate California driver's license issued by the State Department of Motor Vehicles. Possession and proof of a good driving record as evidenced by freedom from multiple or serious traffic violations or accidents for at least two (2) years duration. The driving record will not contribute to an increase in the District's automobile rates.

Possession of a valid AWWA California/Nevada Section Certificate for Backflow Prevention Device Tester.

The specific statements shown in each section of this description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job.

PARADISE IRRIGATION DISTRICT

Application for Employment

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related mental or physical disability, or any other legally protected status.

(PLEASE PRINT)

Position(s) Applied For	Date of Application	
How did you learn about us?		
<input type="checkbox"/> Advertisement	<input type="checkbox"/> Friend	<input type="checkbox"/> Walk-In
<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Relative	<input type="checkbox"/> Other _____

Last Name	First Name	Middle Name			
Address	Number	Street	City	State	Zip
Telephone Number(s)	Day	Evening	Messages		

If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No

Have you ever filed an application with us before? Yes No
If yes, give date _____

Have you ever been employed with us before? Yes No
If yes, give date _____

Are you currently employed? Yes No

May we contact your present employer? Yes No

Salary desired: \$ _____

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes No

Proof of citizenship or immigration status will be required upon employment.

On what date would you be available for work? _____

Are you currently available to work: Full Time Part Time Temporary

Are you currently on "lay-off" status and subject to recall? Yes No

- WE ARE AN EQUAL OPPORTUNITY EMPLOYER -

Education

	High School				Undergraduate College/University*				Graduate/ Professional*			
School Name, Location and Phone Number												
Years Completed	9	10	11	12	1	2	3	4	1	2	3	4
Describe Course of Study												
Describe any specialized training, apprenticeship, skills and extra curricular activities												
Describe any honors you have received												
State any additional information you feel may be helpful to us in considering your application												

*Education beyond the requirements on the job description or not related to the job for which you are applying need not be listed.

Indicate any languages, other than English, that you can speak, read and/or write.			
	FLUENT	GOOD	FAIR
SPEAK			
READ			
WRITE			

List professional, trade, business or civic activities and offices held.
You may exclude memberships which would reveal sex, race, religion, national origin, age, ancestry, or handicap or other protected status:

Employment Experience

Start with your present or last job. Include military service assignments and volunteer activities which relate to the job for which you are applying. You may exclude organizations which indicate race, color, religion, gender, national origin, mental or physical disability or other protected status.

1.	Employer		Dates Employed		Work Performed
			From	To	
	Address				
	Telephone Number(s)				
	Job Title		Supervisor		
	Reason for Leaving				
2.	Employer		Dates Employed		Work Performed
			From	To	
	Address				
	Telephone Number(s)				
	Job Title		Supervisor		
	Reason for Leaving				
3.	Employer		Dates Employed		Work Performed
			From	To	
	Address				
	Telephone Number(s)				
	Job Title		Supervisor		
	Reason for Leaving				
4.	Employer		Dates Employed		Work Performed
			From	To	
	Address				
	Telephone Number(s)				
	Job Title		Supervisor		
	Reason for Leaving				

If you need additional space, please continue on a separate sheet of paper.

Special Skills and Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

References

Give name, address and telephone number of three business references who are not related to you.

	Name	Address	Telephone Number
1.			
2.			
3.			

Have you ever had any training in the United States military which is related to the job for which you are applying? Yes No

If yes, please describe: _____

Do you have the physical and mental ability to perform the tasks on the **attached** job description, with or without accommodation? Yes No

(If accommodation is necessary, please describe below)

Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand and acknowledge that the policy of the Paradise Irrigation District is such that the existence of a criminal conviction will not necessarily disqualify my application for employment.

I understand that if offered employment, the offer may be contingent on passing a pre-employment alcohol and drug screen and a pre-employment physical and voluntarily agree to submit to these procedures. I also understand that I will be required to submit proof of my identity and legal right to work in the United States on my first day of employment.

If the position applied for requires driving in the course of work, I understand that I will be required to possess a current and valid California driver's license and understand that I will be required to provide a copy of my official driving record and proof of insurance.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Paradise Irrigation District.

Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by the Paradise Irrigation District, I am entitled to copies of any such records obtained, unless I mark the checked box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above.

Signature of Applicant: _____

Date: _____

NOTES: _____
