

DIRECTORATE: ENERGY

POSITION : METER INSPECTOR
SECTION : ENERGY
REFERENCE : EN/INS/11/11/24
REMUNERATION : IN ACCORDANCE WITH JOB LEVEL 8-7 OF MERA FONG CITY LOCAL MUNICIPALITY (R 315 352.17 PER ANNUM, EXCLUDING BENEFITS)

REQUIREMENTS: Grade 12 or Technical qualification Metering/Installation • Computer Literacy; MS Office • • 3-5 years relevant experience required • A valid driver's license. Proven work experience as a Meter Reader or similar role • Relevant training and/or certifications as a Meter Reader.

RESPONSIBILITIES: Reading, recording, and reporting readings water meters using a hand-held meter reading computer. • Interacting with customers and addresses questions and resolves complaints. • Inputting data about customer electricity and gas usage into database software. • Traveling in the local region to visit each home or business on the meter reading list each day. • Assessing each utility meter during the monthly visit to ensure the device is working properly. • Greeting customers at their homes or places of business when the meter is not accessible from the outside, and schedule a meter reading when necessary. • Providing new electricity and gas activation services to new customers by connecting the meter to the utility company's network and disconnecting service when required. • Reporting inoperable and malfunctioning devices or unauthorized changes to the meter to supervisors when spotted during field checks. • Completing the routine maintenance tasks or make small repairs to the utility meter when asked by the customer and the company. • Logging in all details of each work shift, such as addresses visited, meters checked, breaks taken and any other incidents to be uploaded into the tablet device each day. Has operational control and responsibility over an installation, plant, workshop, depot or area. • Draws up operational work plans and maintenance programme. • Has supervisory control over the Foreman/Senior. • Performs general administrative duties. • Works independently within works/ maintenance program and with regular report back to the manager.

COMPETENCIES: COMPETENCIES: Core Professional Competencies • Problem Solving • Planning and Organising • Organisational Awareness • Functional Orientation Competencies • Discipline Specific Skills • People Management • Task Management • Workplace Safety • Budgeting • Public Service Orientation Competencies • Interpersonal Relationships • Communication • Service Delivery Orientation • Personal Competencies • Action and Outcome Orientation • Resilience • Ethics and Accountability.



Please note that within the framework of Council's Employment Equity Plan and in promoting Gender Equality – people living with disability, female and previously disadvantaged candidates are especially encouraged and invited to apply.

