

**AMERICAN ELECTRIC POWER  
NONEXEMPT JOB SPECIFICATION**

**ENERGY DELIVERY  
ALL REGIONS**

**METER ELECTRICIAN-A  
JOB NUMBER: 68361  
NONEXEMPT/PHYSICAL**

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**DUTIES:**

Under semi-direct supervision, test, install, remove, service, pack, and transport measurement equipment and other equipment as assigned. Equipment can include, but is not limited to: insulated protective equipment, meters, instrument transformers, test switches, cable, and bucket trucks. Perform work at field locations which include, but are not limited to, customer premises, company stations and non-company premises. Perform duties such as:

1. Assist in the testing on all types of single-phase and polyphase station or generation plant metering devices.
2. Check transformer bank configurations for proper service and voltage, type, and ampacity.
3. Test, install, and maintain all electronic metering equipment as assigned.
4. Provide assistance in the development of employee training as required.
5. Check company inventory regularly and assist in maintaining adequate stock of meters and other material.
6. Test proper functions of electronic data recorders and more complex electronic metering equipment.
7. Assist engineering department with distribution studies.
8. Demonstrate good knowledge of computer concepts and implement in daily work.
9. Replace distribution fuses as coordinated by RDC if applicable in assigned area.
10. Make service reconnections and disconnections as required for distribution customers if applicable in assigned area.
11. Inspect meter and service entrance installations, including those requiring instrument transformers on customer's premises for conformity with company standards and satisfactory condition.
12. Test, maintain and calibrate all field instruments.
13. Demonstrate a good understanding of reactive metering.

Prepared: 09/98

Revised: 01/01

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14. Perform a variety of special tests and inspections related to customer bill complaints and UUE reports.
15. Make calculations and prepare reports as required.
16. Install and maintain complex metering installations.
17. Test and inspect bucket trucks.
18. Calibrate and repair capacitor, voltage regulator, electronic reclosure controls.
19. Provide training and support to other employees as assigned.
20. Perform other duties as assigned.

**QUALIFICATIONS:**

Must have satisfactorily performed the duties, and have all the qualifications of, Meter Electrician-B or the equivalent and in addition:

1. Approximately two years experience as a Meter Electrician-B in order to obtain the required skill and knowledge of the higher level job.
2. Must have a good working knowledge of single-phase and polyphase metering, AEP metering practices, advanced metering schemes and concepts.
3. Must successfully complete all job demonstrations and examinations associated with the Meter Electrician-B classification.
4. Must have safe work habits and adhere to all safety rules and practices of the company.
5. Work productively and function effectively within the team concept with minimum supervision. In addition, strive to improve the work processes within the assigned area of responsibility
6. Must possess and maintain a valid state driver's license. Must meet all vehicle operation requirements as designated by federal and/or state law.

**PRINCIPAL LINE OF PROMOTION:**

From: Meter Electrician-B

To: Higher Classification, if qualified