

**AMERICAN ELECTRIC POWER
NONEXEMPT JOB SPECIFICATION**

**ENERGY DELIVERY
ALL REGIONS**

**METER ELECTRICIAN-C
JOB NUMBER: 68363
NONEXEMPT/PHYSICAL**

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. All work performed within this classification, or the equivalent, shall be limited to less than 300 volts.

Assist in work on conductors and equipment energized at any distribution voltage up to 750 volts when a qualified employee of higher classification is present at the job site.

2. Receive, inspect, test, adjust, clean, repair, replace parts and subassemblies of single-phase and polyphase meters and make incidental calculations.
3. Clean, prepare and test meters, instrument transformers, insulating protective equipment and other material.
4. Install, remove, connect, and disconnect all self-contained single-phase and polyphase meters and services and repair such installations.
5. Deliver tested material to operating areas and return material to be tested to the lab.
6. Use and care for shop tools, test equipment, portable measuring instruments, and other equipment used in meter lab work.
7. Inspect, test, pack, and ship insulated protective equipment.
8. Operate company vehicles and perform duties incidental to the operation of such equipment.
9. Operate material handling equipment such as forklifts and pallet trucks.
10. Check meter readings and inspect meter installations.
11. Read meters, recorders, controls, and other utility equipment as assigned.
12. Take inventory of meter stock.

**ENERGY DELIVERY
ALL REGIONS**

**METER ELECTRICIAN-C
JOB NUMBER: 68363
NONEXEMPT/PHYSICAL**

13. Assist in making voltage and load checks.
14. Maintain equipment, tools and work areas in a clean and orderly condition.
15. Perform duties in accordance with the company's meter standards, safety rules and operating regulations and practices.
16. Keep records as required.
17. Report irregularities and abnormal conditions.
18. Provide training and support to other employees as assigned.
19. Assist employees of equal or higher classification.
20. Install and maintain equipment on customer's premises and perform work in a professional manner.
21. Develop computer skills to operate equipment and to perform assigned work.
22. Calibrate, repair and test standards, instruments, controls, and equipment as assigned.
23. Perform other duties as assigned.

QUALIFICATIONS:

1. Must have a two-year associates degree in electrical/electronic technology.
2. Must have the ability to acquire knowledge of single-phase and polyphase metering, AEP metering practices, advanced metering schemes and concepts.
3. Must have safe work habits and adhere to all safety rules and practices of the company.
4. 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.
5. Must possess and maintain a valid state driver's license. Must meet all vehicle operation requirements as designated by federal and/or state law.
6. Must acquire within such time frame as determined by the company, the qualifications necessary to perform the duties of the next higher classification in the line of progression, or vacate the current job classification.

Prepared: 02/99
Revised: 01/01

**ENERGY DELIVERY
ALL REGIONS**

**METER ELECTRICIAN-C
JOB NUMBER: 68363
NONEXEMPT/PHYSICAL**

PRINCIPAL LINE OF PROMOTION:

From: Direct employment
To: Meter Electrician-B