

**AMERICAN ELECTRIC POWER  
NONEXEMPT JOB SPECIFICATION**

**ENERGY DELIVERY  
ALL REGIONS**

**METER ELECTRICIAN-B  
JOB NUMBER: 68362  
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. During the first six months in this classification, or the equivalent, work on conductors and equipment energized at less than 750 volts.

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

2. After six months in this classification, or the equivalent, may work on conductors and equipment energized at any voltage when a qualified employee of higher classification is present at the job site.
3. Install and maintain more complex equipment on customer's premises and perform work in a professional manner.
4. Test, adjust and repair all types of single-phase, network, and polyphase kwh and kwh/kw meters. The demand portion includes mechanical, electronic and other types.
5. Learn to calibrate and repair capacitor, voltage regulator, electronic reclosure controls.
6. In service test, inspect, clean and repair meters and meter installations and make incidental calculations.
7. Install and remove all types of meters, services, metering equipment and instrument transformers.
8. Install, use and remove all test equipment such as instantaneous indicating and recording meters.
9. Mount and wire meters, metering equipment and instrument transformers.
10. Assist in testing load research, time of use and electronic data recorders.

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11. Perform meter site inspections, including standard installation tests for transformer rated metering.
12. Test instrument transformers.
13. Read meters, install and remove charts, tapes and solid state data modules.
14. Demonstrate intermediate computer skills and apply them to assigned work.
15. Provide training and support to other employees as assigned.
16. Perform other duties as assigned.

**QUALIFICATIONS:**

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

1. Approximately two years experience as a Meter Electrician-C 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-C 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.
7. 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.

**PRINCIPAL LINE OF PROMOTION:**

From: Meter Electrician-C  
To: Meter Electrician-A

Previous Revision: 01/98  
Revised: 01/01