

**METER REPAIR WORKER  
(Part-Time)**

**DEFINITION:**

Under direction, perform skilled work in testing and repairing parking meters, collect and count coins and do related work as required.

**ESSENTIAL JOB FUNCTIONS:**

The listed tasks are essential for this position and may include, but are not limited to, the following: Test and repair parking meters; install, replace and maintain meter posts; lay out and schedule meter repair work; disassemble, adjust, replace parts, clean meters; assemble, test, program and calibrate meters; maintain records of repairs performed and parts used; maintain stock of supplies, equipment, and parts, reordering as necessary; collect and count coins, answer questions, and write reports; perform minor repairs for coin counting machine. May be required to work shifts, weekends, and/or holidays.

**QUALIFICATIONS:**

Training and Experience: Must have a high school diploma or G.E.D. and two years of experience in maintaining and repairing meters or mechanical equipment involving small parts and accurate and precise repair work. Must possess a valid CA driver's license.

Knowledge, Skills, and Abilities: Requires knowledge of the methods, equipment, materials, and tools used to maintain, repair, and test meters; ability to perform accurate and precise mechanical work; keep stock and work records with accuracy; work from blueprints and sketches; use personal computer and related software; follow oral and written instructions; ability to walk and drive to various locations throughout the City; and work cooperatively with others.

**PHYSICAL DEMANDS AND WORKING CONDITIONS:**

While performing the duties of this job, the employee frequently drives to specific locations; works outdoors and may be exposed to variable weather conditions. The employee is frequently required to walk, stand, stoop, kneel, and use arms, legs, and back to lift and move or push and pull up to 50 pounds. Employee will need to be able to push and pull a full cart that may weigh approximately 250 pounds. May occasionally work in confined spaces and climb steps and ladders. Will use arms to reach and carry, and use hands and fingers to operate and manipulate objects and controls. The position requires specific vision abilities including close vision, distance vision, peripheral vision, depth perception, and the ability to focus on small objects.