

## **ELECTRIC METER SUPERVISOR**

### **PURPOSE AND NATURE OF WORK**

Position is responsible for supervising and training a staff of skilled technicians in performing work in electric metering, power quality monitoring, and power line interference. Work includes assigning and scheduling tasks, conducting training programs, preparing training materials, researching equipment, and writing technical specifications. Positions in this class are expected to participate in all related work as needed. Incumbent supervises a small group of technicians and may oversee the work of contractors as it relates to electric meters, power quality monitoring, and power line interference. Work is performed under the general supervision of the Energy Control, Substation, and Metering Supervisor.

**ILLUSTRATIVE EXAMPLES OF WORK** (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

Maintains and oversees the Automated Metering Infrastructure (i.e. smart meters, repeaters, gatekeepers and all associated hardware). Supervises and trains technicians engaged in installing, testing, repairing, calibrating, programming, evaluating, and exchanging smart meters repeaters, gatekeepers and all associated hardware. Responsible for maintaining all residential, commercial, industrial, generation, and tie-point metering. Oversees and supervises all NET Meter field operations. Supervises, trains, and participates in power quality monitoring. Prepares and interprets reports showing load calculations, power quality monitoring results, usage, and generator and transformer sizing to customers, engineers, electricians, and consulting firms. Supervises, trains, and assigns technicians in the response to all power line interference complaints, by using sophisticated test equipment to locate arcing on LUS power lines and associated hardware or equipment. Supervises and participates in the installation and upgrade of all software associated with metering, power quality monitoring, and power line interference. Assists LUS customers in energy savings by developing a guide to understand energy consumption and offering ways to reduce such consumption. Assists commercial customers and electricians with energy management systems. Prepares cost estimates for budget recommendations; submits justifications for equipment, materials, and supplies; monitors and controls expenditures. Writes equipment specifications and issues purchase requisitions. Purchases and maintains warehouse inventory of electric meters, repeaters, gatekeepers and all associated equipment. Maintains records of meter testing, test equipment calibrations, and metering inventory.

### **NECESSARY KNOWLEDGES, ABILITIES, AND SKILLS**

Substantial professional knowledge of electric meters and all related testing, monitoring, troubleshooting, and calibrating equipment as well as the ability to learn and adapt to industry changes related to electric metering.

Substantial professional knowledge of power quality monitoring equipment and related software as well as the ability to learn and adapt to industry changes related to power quality monitoring.

Substantial professional knowledge of power line interference equipment and related software as well as the ability to learn and adapt to industry changes related to power line interference.

Substantial knowledge of current electrical standards and the ability to learn and adapt to changing industry standards.

Ability to read graphs and spreadsheets and to critically analyze data.

Ability to supervise subordinate personnel.

Ability to establish and maintain effective relationships with superiors and other employees.

### **DESIRABLE EDUCATION AND EXPERIENCE**

College level coursework in industrial electricity supplemented by extensive experience in high voltage electric distribution, industrial, commercial, and residential metering, power quality monitoring, and power line interference is desired.