

MUNICIPAL CIVIL SERVICE COMMISSION
MUNICIPAL BUILDING ONE LOCKS PLAZA LOCKPORT, NEW YORK

OPEN COMPETITIVE EXAMINATION
FOR:
WATER METER SERVICE WORKER

LAST DAY FOR FILING:

April 15, 2020

Exam No. 65-981

DATE OF EXAMINATION:

May 16, 2020

FILING FEE:

A \$15 filing fee must accompany your application. If paying by check or money order, please make checks out to City of Lockport Dept.

VACANCIES:

The eligible list established as a result of this examination will be used to fill vacancies as they occur in the City of Lockport Water Department.

SALARY:

Appointment expected at \$17.51-\$21.56/hr.

RESIDENCY:

Candidates, if not already residents of the City of Lockport, must become a resident of the City of Lockport within six (6) months of the date of a permanent appointment and remain a City resident during the entire time of employment.

DUTIES:

The work involves responsibility for taking meter readings on domestic, commercial and industrial water meters. Responsibility for the performance of semi-skilled mechanical duties associated with the installation, maintenance, repair, testing and cleaning of domestic, commercial and Industrial water meters. The work is performed under the general supervision of the Water and Sewer Billing and Service Coordinator with leeway allowed for the exercise of independent judgment. Supervision is not a requirement of this class

MINIMUM QUALIFICATIONS: Candidates must meet the following either on or before the date of the written examination:

Graduation from High School or possession of a High School Equivalency Diploma.

1. One (1) year of experience in the construction, maintenance, or service phases of a water system; **OR**
2. Two (2) years of experience in semi-skilled plumbing work or as a plumber's helper; **OR**
3. Two (2) years of experience where the primary function of the position was/is in the operation, maintenance or repair of mechanical equipment; **OR**
4. An equivalent combination of training and experience as defined by the limits of (1) (2) and (3).

SUBJECT OF EXAM:

Written examination will cover knowledge, skills and abilities in such areas as:

Arithmetic computations

These questions test for the ability to perform basic mathematical operations and may include solving problems involving computations in such areas as addition, subtraction, multiplication, division, fractions, decimals, and percentages.

Meter reading

These questions test for knowledge of proper meter reading procedures and for the ability to correctly and accurately determine the readings on diagrams of various types of scales, gauges, meters, and dials.

Operation and maintenance of mechanical devices

These questions test for knowledge of the general principles involved in the maintenance of mechanical devices and for the ability to understand the operation of various types of mechanical devices such as gears, pulleys, levers, valves, and similar types of mechanical equipment.

Use and identification of tools

These questions test for knowledge of the characteristics and appropriate uses of various types of hand tools and for the ability to properly identify diagrams of various tools.

Operation and servicing of water meters

These questions test for knowledge of the construction and operating characteristics of water meters and the proper procedures to use to service and repair these meters.

Test guide:

The New York State Department of Civil Service has not prepared a test guide for this examination. However, candidates may find information in the publication 'General Guide to Written Tests' helpful in preparing for this test. This publication is available on line at: <https://www.cs.ny.gov/testing/testguides.cfm>.

CALCULATORS ARE RECOMMENDED FOR THIS EXAMINATION

Unless otherwise notified candidates are permitted to use quiet, hand-held solar or battery powered calculators. Devices with typewriter keyboards, spell checkers, personal digital assistants, address books, language translators, dictionaries, or other similar devices are prohibited. Use of books and other reference materials are prohibited.

This written exam is being prepared and rated by the NYS Department of Civil Service in accordance with Section 23.2 of the Civil Service Law. The provisions of the NYS Civil Service Rules and Regulations dealing with rating of exams will apply to this test.