

JOB POSTING

March 19, 2021



The City of Country Club Hills is now accepting applications for the following **Part-Time** vacancy.

METER READER (PUBLIC WORKS/WATER)

Minimum Qualifications:

Education/Experience/Training

- High School Diploma or equivalent (GED)

Skills/Abilities:

- Verbal and written communication skills
- Strong computer skills
- General knowledge of the geography and street locations of the city
- Ability to follow written and oral instruction
- Knowledge of tools, materials and equipment used in water/sewer treatment
- Ability to read blue prints
- Must possess a valid Driver's License
- Ability to establish and maintain effective working relationships with customer, associates and the general public

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to see, frequently talk, hear, use hands and fingers to feel, handle and operate objects or controls, walk, stand and drive. The employee may be required to climb balance, kneel, crawl, push, pull, twist above the waist, bend at the waist, climb ladders and enter tight spaces.

The employee must occasionally lift and/or move up to 50 pounds.

If you are interested, please submit a completed application to Patricia D. Hutson, City Clerk, City of Country Club Hills, phutson@countryclubhills.org, 4200 W. 183rd Street, Country Club Hills, IL 60478, on or before 5:00pm on March 26, 2021. **EOE M/F/D/V/SO**