

JOB ANALYSIS WORKSHEET
FLINT ELECTRIC MEMBERSHIP CORPORATION
P. O. BOX 308, 3 SOUTH MACON STREET
REYNOLDS, GEORGIA 31076

JOB POSTING	EXTERNAL POSTING (Individuals meeting the following requirements are eligible to apply.)
JOB TITLE	Meter Technician Apprentice 1
JOB LOCATION	Flint EMC Service Center - 1937 Electric Ave, Fort Valley, Georgia
JOB CLASSIFICATION	Outside Job; Non-Exempt; Uniform Program
SUPERVISOR	Supervisor of Meter Lab (Andy Mathis)
LAST DATE REVIEWED	September 2026
JOB SUMMARY	Tests, calibrates, installs, removes, and repairs single phase and three phase meters. Field tests meters and current transformers. Installs power quality analyzers and installs transformer rated meter installations. NOTE: This is a progression program that provides an opportunity to advance within the department from Meter Tech Apprentice (1-3), Meter Technician, to Journeyman Meter Technician.
EDUCATION / TRAINING	<u>Required:</u> • High school education or equivalent. • Must meet one (1) of the following required qualifications: 1) 2-year diploma/degree in Electronics or equivalent pertaining to Electronics. OR 2) Minimum 2 years with commercial, industrial, or electric utility maintenance and/or wiring experience. A two (2) year electronics degree/diploma must be obtained within 3 years of employment. <u>Preferred:</u> • 2-year Associates degree in Electronics, Electrical Engineering, or equivalent (ABET Accredited) • Experience in electrical revenue metering
KNOWLEDGE / INTERPERSONAL SKILLS	<u>Required:</u> • Ability to use and interpret a multimeter • Ability to read wiring schematics and diagrams. • Ability to operate personal computer using generic business and equipment specific software applications. • Excellent math & accuracy skills. • Must complete 2-year electronics degree within 3 years (as specified in Flint's Meter Tech Progression Program). • Must complete 3-year Apprentice Progression Testing (as specified in Flint's Meter Tech Progression Program). • Good communication skills and positive attitude.
WORKING HOURS	• Working Hours: Typically, 4 – (10) hour days. (Specific schedule subject to change based on the needs of the company.) • Must be readily accessible by phone
OTHER	• Must live within 45 minutes of Flint's Service Center located at 1937 Electric Ave, Fort Valley, GA (32.585878, -83.720310) or reside within Flint's service territory. • Valid Georgia driver's license with a verifiable safe driving record (Motor Vehicle Report required). • Must wear uniforms and safety equipment as designated by Flint's procedures. • Must be willing to accept communications of company and security updates notifications by phone.
APPLYING FOR JOB	• Qualified external applicants may print an application from our website, www.flintenergies.com or pick up an application from our offices at 98 Carl Vinson Parkway, Warner Robins, GA or 3 South Macon Street, Reynolds, GA. The deadline for external applications is 5:00 p.m., Wednesday, October 7, 2026. • Applications should be emailed to hr@flintemc.com or dropped off at the locations listed above. • Contacts: Stephanie Cebada-Bembry, Ext. 5542 or Tracie Lord, Ext. 5653

FLINT EMC IS AN EOE/AA: MINORITIES / FEMALES / VETERANS / DISABLED
DRUG FREE / SMOKE FREE WORKPLACE

Posted 09/23/2026

**PHYSICAL DEMANDS FOR ESSENTIAL FUNCTIONS
METER TECHNICIAN APPRENTICE 1**

ALERTNESS & CONCENTRATION	Maintains full alertness and concentration at all times, sometimes in inclement climatic conditions, at night, and during emergency storm shifts.
VISION	<u>Far Visual Acuity</u> - As necessary to drive and operate equipment and assess the status of fixtures on top of a 45 ft. pole to ground. Should be able to distinguish potential hazards at meter installations and on poles. <u>Near Visual Acuity</u> - Necessary for filling out logs, written reports, operating controls on equipment, identifying materials, and nameplates on equipment. <u>Peripheral Vision</u> - As necessary for driving and operating equipment safely. <u>Color Vision</u> - Judges red, green, and yellow traffic lights adequately to drive, and colored metering cable. <u>Depth Perception</u> - Needed to judge distance when driving, operating equipment around high voltage lines, and equipment. <u>Night Vision</u> - Same as above when working at night and in poor light.
HEARING	Hears spoken conversation well while working on ground and communicating with other employees on top of 45' poles, despite heavy background noise from equipment, traffic, rain, and wind. Hears adequately to operate 2-way radio. Visual signals may not always be appropriate.
SPEECH	Speaks loudly and clearly enough to be understood from ground to top of 45' pole or when 100 ft. away from co-worker, despite heavy background noise and when visual signals cannot be used. Speaks clearly when communicating by 2-way radio.
SITTING / STANDING	30-90% of working hours spent sitting when inputting reports into computer, calibrating meters, repairing meters, or while driving to and from work sites. May sit 7½ hours in eight (8) hour day on occasions. 70-100% of working hours spent standing. Surface may be uneven ground or metal platform on equipment.
WORKER MOBILITY / WALKING	Can change positions frequently when on ground. When operating equipment, somewhat limited. Walking: Common distance is ¼ to ½ mile. On uneven ground, occasionally, one to two miles. May walk in overshoes as required in substations and in stormy conditions. Total walking in 8-hour day is 6-7 hours.
LIFTING / CARRYING	Lifts up to 75 lbs. Equipment would normally be used to carry items weighing 75 lbs. plus. 0-50 lbs. continuous. Up to 50 lbs. would be carried approximately 100 ft. Must be able to move equipment around with pallet mule.
PUSHING / PULLING	31-50% of working hours when working with materials.
BENDING	31-80% of working hours. May bend or kneel to work on transformers and meter test sets. Bends when loading materials on/off trucks and when picking up materials to work on equipment, etc.
REACHING / HANDLING	Regular use of hands and wrists when using small tools such as wrenches, drill, etc. Grips hand tools for several minutes at a time. Writes reports and enters in log books.
TWISTING / CLIMBING / CRAWLING	Twisting can be avoided somewhat by taking step in direction of the work. Climbs on and off trucks and equipment. First step is approximately 20-24 inches from ground. Occasionally crawls under equipment.
ENVIRONMENTAL FACTORS	Performs a variety of strenuous tasks outside, with temperatures varying from 32 degrees or below to 90 degrees or above, sometimes in rainy, stormy conditions, rarely in snowy or icy conditions. Works around high voltage occasionally with the use of hand tools. Frequently exposed to noise from construction equipment, heavy traffic and air compressors. Exposed to pollen, bee/wasp stings, animal bites, and poison oak.
MACHINES / TOOLS/ EQUIPMENT	Hydraulic, battery, air, and AC powered tools, hand tools, air compressors, ladders, multimeter, low resistance ohmmeter, meter test set, Bucket Trucks, Forklifts, insulated extendo stick, and other hand tools commonly used to work as a technician.
SAFETY EQUIPMENT / SAFETY LOSS CONTROL PROCEDURES	Hard hat, 30KV and 5KV rubber gloves, 30 KV rubber sleeves, overshoes, safety glasses, safety goggles, face shield, work gloves, FR clothing to include Balaclava. Mayday, CPR, first aid, defensive driving, Bucket truck rescue, and forklift certifications are required.
DRUG TEST / PHYSICAL EXAM	Drug test required for pre-employment and random thereafter. Employment entrance physical exam required.

Requirements are subject to possible modification to reasonably accommodate individuals with disabilities provided it does not pose a direct threat or significant risk to the health and safety of themselves or other employees.