

**POSITION OPENING  
CARROLL ELECTRIC MEMBERSHIP CORPORATION**

**POSITION:**

Apparatus and Meter Supervisor

**NUMBER OF OPENINGS:**

1

**DEPARTMENT:**

Apparatus and Metering

**SHIFT:**

Day/Full-Time

**POSTING OPENS:**

09/04/2025

**POSTING CLOSES:**

**PURPOSE OF POSITION:**

To coordinate Apparatus/OT Technician/Meter Technician work assignments and provide support, training, design and direction for the departments. To ensure work and maintenance are performed in accordance to RUS, NESC, NEC and Cooperative specifications. To ensure substation and special equipment are installed, operated, and maintained to provide safe reliable service. To ensure metering is installed, operated, and maintained to provide safe accurate billing. To operate collection processes in a safe efficient manner and to operate the theft of services in a manner to catch, prove, and collect lost revenue.

**MINIMUM JOB SPECIFICATIONS:**

The following requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

**REQUIRES:**

- Minimum of 15 years of utility apparatus, metering, or substation experience, including design and supervisory responsibilities.
- Requires knowledge of RUS, NESC, NEC and Cooperative specifications, the ability to reason analytically and relate theoretical concepts to actual needs, and to attend any necessary technical schools and training seminars.
- Requires adaptability to changing conditions and equipment.
- Must have proven proficiency in, but not limited to, the following: installation, programming and troubleshooting of control panels all makes and models for regulators, reclosers, breakers, and capacitors; installation, programming and troubleshooting of SCADA and NTU communication equipment; installation and troubleshooting of commercial and industrial metering packages; installation, programming and troubleshooting of AMI metering equipment; installation , programming and troubleshooting of fiber equipment.
- Computer skills required.
- Requires the ability to obtain and maintain a valid Georgia driver's license.
- Requires ITS First Responder certification.
- Requires excellent interpersonal skills for interacting with the public.
- Requires the successful pass of Carroll EMC employment entrance examination and drug screen.

Interested applicants can apply online at [www.cemc.com/careers](http://www.cemc.com/careers). *No phone calls, please.*

Carroll Electric Membership Corporation promotes a drug-free workplace. EOE, including disability/vet.