

PARKING LOT ATTENDANT

DISTINGUISHING FEATURES OF THE CLASS: This is routine work directing the parking of vehicles, patrolling parking areas, reporting any issues or concerns and ensuring safe conditions in parking areas. The work is performed under the direct supervision of a higher level employee. Supervision is not a responsibility of this position. Does related work as required.

TYPICAL WORK ACTIVITIES:

Directs the parking of cars so as to maintain order and ensure safety and efficiency;
Directs traffic to maintain the flow of traffic;
Has responsibility for reporting any issues, concerns and/or violations;
Enforces parking regulations;
Maintains necessary records.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the systematic parking of vehicles;
Working knowledge of traffic safety;
Ability to give and follow simple oral and written directions;
Ability to communicate with the public and get along with others;
Ability to be observant;
Neat Appearance;
Dependability;
Courteous

MINIMUM QUALIFICATIONS: NONE