

Department: In all Civil Divisions
Classification: Labor (Pending SCS approval)
Grade: _____

SPEC DISK H4
DOCUMENT 41
12/31/86

PARKING LOT ATTENDANT

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the efficient and orderly operation of the municipal parking lot. The work is performed under general supervision. Supervision of others is not a requirement of this position. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Gives out time stamped tickets;
Directs traffic in relation to parking space location;
Collects money from parking lot patrons;
Answers questions of parking lot patrons;
Maintains area in clean and neat order.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of the geography of the area; ability to secure the cooperation of the general public; ability to express oneself orally in a clear and concise manner; ability to handle money efficiently; sound judgment; courteous; neatness; honesty; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

None are required.