NEW AUG 0 - 1987

OHIO CLASSIFICATION SPECIFICATION *Developed for Equal Opportunity*	CLASS TITLE: Parking Facility Attendant	CODE: 53841C
	MAJOR AGENCIES: County Offices, Universities	JURISDICTION: Cnty., Univ.

FUNCTION:

Under close supervision from parking facility supervisor or other administrative superior, enforces parking rules & regulations;

-PERFORMS RELATED DUTIES AS REQUIRED.

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	70-90	Enforces parking rules & regulations; monitors vehicles for parking authorization; collects parking tickets & fees; provides security for parked vehicles & issues citations for parking violations.	Knowledge of (1) safety practices, (2) public relations, ability to (3) carry out simple instructions, (4) read, copy & record figures, (5) add, subtract, multiply & divide whole numbers, (6) work alone on most tasks, (7) show physical fitness.
2	2-12	Directs visitors to proper destinations & provides information to drivers.	Knowledge of 1, 2; ability to 3, 4, 5, 6, (8) deal with problems involving few variables within familiar context.
3	0-7	Directs parking & traffic for special events (e.g., football & basketball games, concerts).	Knowledge of 1, 2; ability to 3, 4, 5, 6, 7, 8.
4	0-10	Makes periodic rounds inside & outside of buildings watching for prowlers, fires, leaks from water or steam lines, & other dangers to property when assigned.	Knowledge of 1; ability to 3, 4, 5, 6, 7, 8.

(550) 123:1-7-17

*Developed after employment

UNUSUAL WORKING CONDITIONS:

May work outside exposed to weather.

MINIMUM CLASS REQUIREMENTS: *(including license, if any.)*

Ability to count & to read warning signs. REQUIRES DRIVER'S LICENSE. In accordance with section 124.11 (B) (2), Director of Administrative Services has determined this classification to be unskilled labor class & therefore exempt from written examination.

FORM ADM-4134

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