Parking Enforcement Officer

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Trades and Maintenance
Position covered by the Collective Agreement with the Canadian Union of Public Employees (CUPE), Local 1334

Parking Enforcement Officer

Sustainable Transportation and Parking Services

Temporary full-time from September 3, 2019 to March 27, 2020

Day shift: 8:00 a.m. to 4:30 p.m.

Two (2) Positions

Hiring #: 2019-0488

Please read the Application Instructions [1] before applying

Reporting to the Assistant Manager, Sustainable Transportation and Parking Services, the Parking Enforcement Officer is responsible for the enforcement of parking regulations throughout campus by: patrolling the campus daily and checking for valid and non-valid, stolen, and fraudulent permits; enforcing parking meters, fire routes, service areas, and premium, medical and accessible parking areas; issuing parking tickets using hand held computerized devices; impounding vehicles; maintaining, repairing and replacing parking meter heads, coin equipment, and signs; collecting money from parking meters and assisting office staff with counting of monies; assisting the Campus Community Police in searching for stolen and damaged vehicles; directing and controlling parking at convocations; directing and controlling traffic in designated parking lots for special functions; performing fire picket duty at the Athletic Centre during exam periods, and other associated duties as assigned. In carrying out the duties of the job, the Parking Enforcement Officer walks, uses a mountain bike (after appropriate training), and/or drives a car, depending on the destination and the exact activity.

Requirements of the position include: Grade 12 education; knowledge of parking regulations preferred, or an equivalent combination of education and experience; strong public relations skills and the ability to interact with the general public in difficult situations; knowledge of computer equipment; and a class G driver’s license; mechanical aptitude and ability to use basic hand tools are preferred. The successful candidate must be able to lift 10 kg.

Classification               CUPE Band 3
0-3 month rate            $22.72 per hour
Job Rate                     $23.92 per hour
Vacancy          Original
Work Location Throughout the University’s main campus

At the University of Guelph, fostering a culture of inclusion [2] is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.

Posting Date: 2019 08 26
Closing Date: 2019 09 03
Source URL: https://www.uoguelph.ca/hr/careers-guelph/current-opportunities/parking-enforcement-officer

Links
[1] https://www.uoguelph.ca/hr/careers-guelph/how-apply