

Parking Booth Attendant – Seasonal

Job Description

COAST TRANSIT AUTHORITY is now hiring Four (4) Seasonal Parking Booth Attendant Positions! This position is only routinely supervised, requires good judgement, close attention to details, ability to manage time and ability to work well with public. These individuals will assist the Parking Booth Attendant with the flow of traffic coming in and out of the Parking Garage by providing a good Customer Service to guests visiting the Mississippi Aquarium.

Will also fill in as a Parking Booth Attendant as needed. Parking Booth Attendant verify monies issued each day, collect parking fares during shift, count and reconcile all monies collected, and drop monies in safe at end of shift. Attendant will prepare any paperwork needed for Admin and/or print required reports.

Must abide by and adhere to all CTA policies and procedures as detailed in company and departmental handbooks.

There is a great deal of confidential data that must be handled properly and the confidentiality statement will be enforced.

Essential Functions of the position:

- Perform duties of work in Parking Booth.
- Perform other job duties as assigned by Management.
- Maintain a clean work area.
- Must be available to work Holidays and Weekends.
- Good Customer Relation Skills.
- Must be able to stand for up to six (6) hours continuously and requires the ability to work outside in a variety of environmental conditions (i.e., heat, cold, rain, etc.).

Experience:

- You must have strong oral, written, and communications skills.

Education: Must have High School Education or GED.

~~Apply in person or online at www.coasttransit.com

9:00 A.M. to 4:00 P.M.

333 DeBuys Road

Gulfport, MS 39507

For information call 228-896-8080 Ext 206

CTA is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.

Job Type: Part-time

Pay: \$13.00 per hour