

Booth Attendant

The Morristown Parking Authority is seeking individuals to join our team!

Excellent opportunity for a flexible, team-oriented, person with great communication skills to get in on the ground floor and grow their career with the Morristown Parking Authority. Booth Attendants are responsible for assisting customers and collecting parking fees.

Duties include, but are not limited to:

- Collecting fees from customers and recording the transaction with accuracy and a positive attitude.
- Recording transactions and other information into the computer system.
- Responding to customer concerns and complaints in a courteous and helpful manner.
- Monitoring calls and responding as needed.
- Performs traffic control duties within our facilities when required.
- Light maintenance work may be required, such as fixing a ticket jam or picking up refuse.
- Monitoring cameras within the garage and reporting capacity.

Part time & Full Time Shifts Available. The schedule may include day, overnight and/or holiday shifts. The position requires flexibility to fill in when needed and work in adverse weather conditions. No experience necessary, paid training provided. Strong interpersonal skills and the ability to work independently a must.

The Morristown Parking Authority offers excellent benefits for our full-time employees, including Sick and Vacation Paid Leave, Pension and Health Benefits.

The Morristown Parking Authority is an equal opportunity employer.

Requirements:

High School Diploma or equivalent

Valid Drivers License and an acceptable driving record

Excellent verbal communications skills

How to Apply

Submit resume to vquatrone@mpanj.org