



CITY OF WHITTIER

13230 PENN STREET, WHITTIER, CALIFORNIA 90602-1772 (562) 567-9830
www.cityofwhittier.org

PARKING LOT ATTENDANT

Job Site: 6721 Bright Avenue, Whittier, CA 90601
Part-Time Position

Application Process/Due Date: Applicants must submit a completed City of Whittier Employment Application. Applications can be obtained in person in the Human Resources office, 13230 Penn Street, Whittier, or on the City's website at www.cityofwhittier.org. **This recruitment will close after receipt of 50 applications.**

Salary: \$11.27 to \$17.12 per hour, depending on qualifications and assignment. Applicants may work a maximum of 28 hours per week. Hours may vary between 8 a.m. to 2:30 a.m.

Benefits: This position does not receive fringe benefits. Pursuant to Federal law, employees in this position make contributions to a Deferred Compensation Retirement Program that is refundable, with any accrued interest, upon retirement or separation.

Example of Duties: Perform various parking attendant duties including, but not limited to, cleaning and maintaining restrooms, passing out parking lot validation tickets, cashiering, sweeping, checking the facilities by walking throughout the parking structure, reporting any illegal activities within the parking structure, picking up debris within the parking structure and performing other related duties as assigned.

Minimum Qualifications

Education & Experience: Any combination of education and/or experience that has provided the knowledge, skills and abilities necessary for satisfactory job performance. An example would be graduation from high school or equivalent. Related work experience is desirable.

Special Requirement: Possession of or ability to obtain a valid Class C California driver's license and a satisfactory driving record.

Medical: Candidates will be required, as a prerequisite to employment, to successfully pass a physical examination, including a drug screen, the cost of which will be paid by the City.

Prior to hire, candidates must pass a background/reference investigation, including a fingerprint check, and will be required to submit proof of U.S. Citizenship or employment authorization if not a U.S. Citizen.

Applicant Information: Individuals with disabilities who require accommodation in the application or testing process must provide the Human Resources Department, at least 5 working days prior to the application date and interview date, documentation from a qualified authority to confirm the disability and prescribed accommodation.

Selection Process: Based on a review of the applications received, the candidates appearing to be the most qualified and meeting the City's particular needs will be invited to an interview.

Employees in this position are at-will, serving at the pleasure of the City and may resign or may be terminated at any time without cause or the right of appeal.

The City of Whittier is an Equal Opportunity Employer. The City of Whittier has adopted a "No Smoking Policy" in all City facilities and vehicles to promote the health of employees and citizens.

The provisions of this announcement do not constitute an expressed or implied contract and any provisions contained in this announcement may be modified or revoked without notice.