

Parking Attendant (5335C), Parking & Transportation -
71739

University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=243149>

Downloaded On: Aug. 31, 2024 10:15pm

Posted Aug. 15, 2024, set to expire Dec. 12, 2024

Job Title Parking Attendant (5335C), Parking &
Transportation - 71739

Department

Institution University of California, Berkeley
Berkeley, California

Date Posted Aug. 15, 2024

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Classified Staff

Academic Field(s) Facilities/Maintenance/Transportation

Apply Online Here <https://apptrkr.com/5521609>

Apply By Email

Job Description

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About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the

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transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and our [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit grow.berkeley.edu.

Departmental Overview

UC Berkeley Parking & Transportation Department provides a full range of parking and transportation services, serving a diverse community of more than 35,000 students and 15,000 faculty and staff, and many visitors annually. Ensure and facilitate vehicular access to the campus and furnish sufficient parking to meet the demands of the campus community. Maintain optimal safety of campus vehicles, roads and facilities. The Attendant Parking Program is to assist UC permit holders in providing stack parking services in campus parking facilities.

Position Summary

Involves providing stack parking services to UC permit holders and campus visitors. Greet and assist the campus community with their parking needs on weekdays, and during business hours. Communicate with and redirect UC permit holders to other campus parking facilities whenever necessary, and to render excellent customer service at all times.

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Application Review Date

The First Review Date for this job is: 08/27/2024.

Responsibilities

- Under the supervision of the Attendant Parking Supervisor, stack park vehicles for UC Berkeley faculty, staff, and students at lots across campus.
- Maintain excellent customer service standards as outlined by department policies and procedures.
- Greet all drivers as they enter parking lots and direct drivers to open spaces
- When all marked spaces are full, help drivers self-stack their vehicles. Issue ticket receipts after inspecting and documenting any prior vehicle damage.
- Write down the license plate, make of car and the exact location of where car is parked on valet ticket.
- Re-balance location of vehicles as marked spaces open up. Tag keys and store in key box. Retrieve vehicles in a timely manner.
- Contact Attendant Parking Supervisor, if all stacked vehicles have not been retrieved by the end of the work shift.
- May be directed to transport remaining vehicle keys to UC Police Department for afterhours distribution.
- Incumbent may be asked to perform other parking duties such as, work special events (i.e., football, basketball game days, commencements, etc.) as assigned.

Required Qualifications

- Ability to see aspects of public relations in all facets of the job and the ability to understand the effects on the entire organization.
- Maintain good attendance.
- Possess good interpersonal and communication skills.
- Ability to recognize the importance of dealing diplomatically with the public, and the importance of a good public appearance.
- Demonstrated ability to assess problematic or emergency situations and plan, execute an appropriate solution based on established guidelines or policies.
- Ability to clearly and concisely express ideas using appropriate vocabulary.
- Ability to independently resolve issues working within set policies and procedures.
- Knowledge of and/or can quickly learn applicable geography in order to direct drivers to other

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parking lots on campus, and to provide directions to nearby campus buildings, and to be an effective information source.

- Ability to know and use available resources in order to solve problems.
- Physically able to stand for long periods.
- Ability to operate security related equipment and general office equipment.

Salary & Benefits

This is a 100% full-time (40 hrs a week) non-exempt career position, which is paid hourly and eligible for UC Benefits.

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The hourly rate that the University reasonably expects to pay for this position is \$21.92 (Step 7).

How to Apply

- To apply, please submit your resume and cover letter.

Driving Required

- A valid driver's license and DMV check for driving record is required.

Other Information

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This position is governed by the terms and conditions in the agreement for the Service Unit (SX) between the University of California and the American Federation of State, County and Municipal Employees (AFSCME). The current bargaining agreement manual can be found at:

<http://ucnet.universityofcalifornia.edu/labor/bargaining-units/sx/index.html>

- This is not a visa opportunity.
- This recruitment has 8 openings.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the

https://apptrkr.com/get_redirect.php?id=5521609&targetURL=U.S. Equal Employment Opportunity Commission poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S

Contact Information



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Please reference Academickeys in your cover letter when
applying for or inquiring about this job announcement.

Contact

N/A

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