



POSITION AVAILABLE

TITLE: **Parking Enforcement Officer-Part Time**
2 Days per week, 8:30am-4:30pm (Most likely Wednesday & Friday)
Work in Town Parking area and Branchville Station
Some Special Events and additional nights for Chirp
Summer Concerts, 5pm to 8:30pm.

DESCRIPTION:

Responsibilities include electronic marking of tires, issuing parking fines, assist in emergencies when needed, interfacing with the public, and directing/enforcing parking regulations including at events in Ballard Park. Will be required to arrive, go into storage area and remove parking signs, set up signs in the designated area. Direct Concert/Event goes to appropriate parking, enforces time limits or limitations on parking during event. If substituting for day staff, must be able to walk downtown area, enforce parking time limits, drive to Branchville Train Station, and enforce daily and other regulations.

PHYSICAL REQUIREMENTS:

Must have the ability to drive a car (if working during the day), walk for extended periods of time, bend, write, walk up stairs from basement carrying signs, lift approximately 25 pounds, operate a handheld computer, deal with the public and read and write in English.

HIRING RATE: \$18.00 per hour

Job Posting: Until filled

**TO APPLY, PLEASE SEND COMPLETED APPLICATION/RESUME
TO:**

**TOWN HALL HUMAN RESOURCES
400 MAIN STREET
RIDGEFIELD, CT 06877**

personnel@ridgefieldct.org

Fax: 203-431-2328

www.ridgefieldct.org