



Example of Parking Manager Job Description

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Our company is growing rapidly and is looking to fill the role of parking manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for parking manager

- Manage and develop management personnel within the branch to ensure that each individual garage is well managed and that all employees are motivated and encouraged to work to maximum potential
- Ensure accomplishment of the branch's manpower and succession plans through recruitment and staffing activities
- Manage and ensure the management of employees' performances at the locations within the assigned area
- Build and maintain a productive working relationship with union representatives within the branch
- Communicate effectively on the Company's behalf in handling first line grievance activity
- Develop and oversee implementation of an operations manual within each garage
- Implement procedures set forth in the company's Injury and Illness Prevention Program in compliance with federal and state OSHA laws to ensure a safe workplace by training employees on safe working habits, conducting periodic onsite safety checks, investigating reports of safety hazards within 24 hours of notice, and taking actions to correct hazards in a timely manner
- Assist the Regional/Branch Manager or the Regional VP with special projects and assignments and take on any other management responsibilities not specifically identified above on an as needed basis
- Work experience in the parking industry preferred
- Ensure the lobby, bell closet, front drive, and work areas (departmental

Qualifications for parking manager

- Acts as the primary contact for current Landlords and Clients ensuring good relations with them
- Must have a minimum of three (3) years related experience
- WorkDay or PeopleSoft experience
- HR knowledge in addition to just payroll
- Minimum five (5) years of controlled/paid parking management experience
- Bachelor's degree with emphasis on transportation, urban planning, or related field preferred