

CITY OF UTICA

NOTICE OF VACANCY

THE CITY OF UTICA

announces that a vacancy exists in the City of Utica for

PARKING GARAGE ATTENDANT

Salary: \$18.99 - \$20.18 per hour

Classification: CSEA, Competitive Position
Membership in the NYS Retirement System is Mandatory
Eligible for Health Insurance and Dental Insurance

GENERAL STATEMENT OF DUTIES: Assists in supervising the operation of the municipal parking garages and lots. Does related work as required.

DISTINGUISHING FEATURES OF THE CLASS:

These duties involve assisting the Deputy Engineer in supervising the overall operations of the municipal parking garages and in particular providing assistance when problems occur in equipment operations or in any other phase of the garage activities. The incumbent works under general supervision from the Deputy Engineer and in a troubleshooting, capacity may direct the work of other employees in the garage.

TYPICAL WORK ACITIVIES: (Illustrative only)

Assists Deputy Engineer in overseeing all phases of parking garage operations;
Helps to make minor repairs to equipment;
Maintains order in entrance and exit of automobiles to garage;
Performs varied duties relating to over-all functioning of municipal garages and lots.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Some knowledge of building maintenance and repair activity; ability to maintain order on the premises and to secure the cooperation of the general public in observing necessary rules and regulations; ability to follow written and oral instructions; ability to route and direct traffic to insure full utilization of parking facilities; familiarity which location of city streets and buildings; mechanical aptitude; dependability; neatness and good appearance; good physical condition.

MINIMUM QUALIFICATIONS:

(A) Graduation from High School or possession of a High School Equivalency Diploma and one (1) year of experience in building maintenance or light mechanical work

(B) An equivalent combination of experience and training as defined by the limits of (A).

Applications:

Applications should be submitted to Civil Service, Utica City Hall, 1 Kennedy Plaza, Utica, New York 13502.

For more information about this position, please call the Deputy City Engineer at (315) 792-0152.

This posting is for filling a position on a provisional basis, a Civil Service Exam will be scheduled in accordance with NYS Civil Service Law.

Applicants must be residents of the City of Utica.

THE CITY OF UTICA IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

It is the policy of the City of Utica to provide for and promote equal opportunity in employment, compensation and other terms and conditions of employment without discrimination because of age, race, creed, color, national origin, gender, sexual orientation, disability, military status, genetic predisposition, carrier status, political affiliation or belief.

(Issued: 08/10/26)