

July 1, 2000
(Revised)

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

PARKING ENFORCEMENT OFFICER II

DEFINITION:

Under direction, leads and participates in the work of Parking Enforcement Officers engaged in patrolling assigned geographic areas, issuing parking violation notices, and impounding illegally parked or abandoned vehicles; and performs related work.

*** EXAMPLES OF DUTIES:**

- Assigns daily work of subordinates;
- Inspects and issues equipment;
- Monitors the work of subordinates in the field;
- Trains subordinates;
- Responds to citizen complaints and route slips;
- Reviews the more routine parking citation dismissal recommendations in accordance with established standards;
- Issues citations for violations of California Vehicle Code provisions and Municipal parking ordinances;
- Investigates the more complex construction traffic control permit violations or misuse of disabled parking placards;
- Impounds illegally parked or abandoned vehicles;
- Tracks and removes meter hoods;
- Responds to routine inquiries from the media or the public, and makes presentations before community groups;
- Maintains work logs;
- Provides input regarding the work performance of subordinates.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

One year of experience as a City of San Diego Parking Enforcement Officer I.
Possession of a valid California Class C Driver's License.

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.