

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

SENIOR PARKING METER TECHNICIAN

DEFINITION:

Under general supervision, to lead and participate in the work of subordinates engaged in the repair of and collection from parking meters; to monitor the issuance of parking citations; and other related duties.

* EXAMPLES OF DUTIES:

- Leads and participates in the work of subordinates engaged in the installation, removal, inspection, and repair of parking meters;
- Assists in the training of subordinates on the repair, installation, removal, and inspection of parking meters;
- Reviews the work of subordinates performed in the field to ensure compliance with proper standards and procedures;
- Reviews recommendations for citation dismissals for appropriateness;
- Coordinates the collection of coin canisters from subordinates in the field;
- Investigates, verifies, and repairs malfunctioning parking meters;
- Assists in the investigation of citizen complaints regarding malfunctioning parking meters;
- Researches citations that cannot be processed due to inaccurate or missing information;
- Assists in reviewing requests for parking citation dismissals in accordance with established standards;
- Provides recommendations regarding subordinates' performance and disciplinary action.

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 in the maintenance and repair of parking meters at the level of Parking Meter Technician, which must include installing, inspecting servicing and repairing parking meters. 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.