



---

**Pike Place Market Preservation & Development Authority (PDA)**

info@pikeplacemarket.org • P: 206.682.7453 • F: 206.625.0646

PIKEPLACEMARKET.ORG • 85 PIKE STREET, ROOM 500 • SEATTLE, WA 98101

---

**POSITION TITLE:** Parking Attendant

**REVISED:** May 1, 2023

**GRADE:** Union

**FLSA Status:** Non-Exempt

**REPORTS TO:** Parking Manager

**General Responsibilities:**

Parking Attendant works on a regular schedule as assigned in PDA parking operations. Some light physical work and walking is required in the performance of this work.

**Representative Sample of Specific Duties and Responsibilities:**

- Interact pleasantly with the public.
- Issue parking validation promotion tickets
- Maintain paper products for automated parking machines
- Keep parking garage and lots and surrounding area clean and free of litter and assist in other light maintenance or cleaning of equipment.
- Patrol parking facilities to check for areas of spills, litter, vandalism, etc., to ensure facilities are kept in presentable condition. Sweep and Clean as appropriate
- Report security problems and assist in taking reports on damage.
- Secure the parking garage, lots and other equipment at end of day.
- Patrol facilities to mark cars, leave violation notices, and impound unauthorized vehicles.
- Perform other related duties as assigned by supervisor.

**Qualifications:**

- Valid Washington State driver's license.
- Must be able to walk and carry light loads incidental to normal duties.
- Must be available to work all shifts and on holidays and/or weekends through-out the year.

**Skills and Knowledge:**

- Ability to interact courteously and effectively with the public.
- Ability to write and communicate clearly.
- Ability to learn general information regarding operating policies, the facilities and area, and provide clear explanations to the public.
- Ability to follow oral and written instructions.
- Ability to use a personal computer.

**Work Experience/Training and Education:**

- High school diploma or GED preferred.

**Work Environment/Physical Demands:**

Work is performed in a busy office setting which is non-smoking, not air-conditioned or filtered, and subject to temperature variances due to western exposure and non-centralized heating system. Must be ambulatory, able to walk long distances on uneven surfaces, climb stairs, work in confined space for long periods of time, operate a phone, computer, carry on person and use 2-way radio, carry or lift 20 pounds, carry and lift sandwich/signage boards, and work outside in Pacific Northwest weather. Work environment is fast-paced and requires the ability to work under pressure.

**Application Procedure:**

Submit resume, cover letter in one of the following manners: Indeed.com, Fax to (206) 625-0646, email to [hr@pikeplacemarket.org](mailto:hr@pikeplacemarket.org) or by mail: Pike Place Market PDA, Attn: Human Resources, 85 Pike Street, Room 500, Seattle, WA 98101. The position will be opened until filled.

**Salary Scale:** Scale placement is DOE and qualifications

Min \$20.52    Mid \$23.63    Max \$27.30

**The Pike Place Market PDA is an equal opportunity employer and encourages applications from persons of diverse backgrounds and perspectives.**