

JOB DESCRIPTION FORM

Position: Traffic Control Officer

Department: Traffic Control (DAUXTC)

Supervisor: Joe Chipponeri

Pay Range: \$9.00 to start
(must fall within UMW limits of \$ 9.00 - \$9.95/hr)

Description: Student employees will monitor parking areas for violations of Western Parking Regulations. If a violation is determined the Traffic Control person is to issue either a ticket or warning as he or she determines necessary for the circumstances. The student employee may be required to maintain parking areas by picking up garbage, repairing or replacing signage, setting barricades and other duties pertaining to campus parking needs. This position may also be required to assist in identification of traffic violators, recording those that cannot be identified through conventional means and filing of those violation summons.

Student workers will also be trained to perform multiple jobs such as grounds work, parking lot maintenance and duties pertaining to mail processing. Occasionally, student employees may be asked to perform minor duties in the mail room, bookstore, campus stores or printing & graphics. Minor training may be required for these areas also.

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