

## **JOB OPENING: Parking Enforcement Officer (PT)**

The Borough of Carlisle is seeking a Permanent PT Parking Enforcement Officer.

Position requires:

- Routine enforcement and minor clerical work
- Patrolling an assigned area on foot and/or in a vehicle to observe and take enforcement action for parking violations
- Walking long distances in inclement weather
- Writing clearly and legible and recording information to process parking tickets

Workdays are Monday thru Friday with 4-5 hours per day. Ideal candidate must be comfortable using a handheld device similar to a smart phone. This position requires a valid Driver's License. Graduate from a standard senior or vocational high school desired.

**Forward cover letter and resume to HR/Risk Manager, 53 W. South Street, Carlisle, PA 17013, or email [thamilton@carlislepa.org](mailto:thamilton@carlislepa.org). EOE**