

Job Posting

Field Manager

This position is in New Brunswick, New Jersey. The New Brunswick Parking Authority (NBPA) is seeking an individual to fill the position of Field Manager. The individual is responsible for monitoring the parking services operations in the field for the New Brunswick Parking Authority, implement policies, regulations, rules, and norms and make sure that the environment in the NBPA is safe for patrons, visitors, and employees. The individual will be responsible for managing field staff, their schedules, and personnel matters. The position also requires working with customers and addressing their needs. Perform other duties as assigned by the Director of Operations and/or Executive Director. Previous management experience required, previous parking experience a plus. The ideal candidate will possess the ability to drive strategic goals, including planning and systems analysis. Minimum of 40 hours a week with the expectation to respond via phone, email or in person in emergency situations.

Requirements

- Proficiency in Microsoft Office, Word, Excel, and Outlook.
- Possess and maintain a valid New Jersey Driver's License.
- Excellent communications skills.
- Excellent problem-solving and customer service skills.
- Bachelor's degree or equivalent work experience.
- Management experience.
- Field and office work.
- Ability to work outdoors in all weather conditions.

The NBPA offers excellent benefits, including Sick and Vacation Paid Leave, Pension and Health Benefits.

Salary is commensurate with experience. Email a resume and cover letter to _____ with the subject line of the position.

The NBPA is an equal opportunity employer.