Job Title: Parking and Transportation System Administrator

BCAT Code: 09OX42  Effective Date: April 1, 2007
Pay Grade: G18  FLSA Status: Exempt  Revision Date: July 1, 2013

General Description
Develops and supports the information systems for parking and other areas of Auxiliary Services.

Examples of Duties
- Develops and supports the PowerPark parking information system, and the SCAN parking access system.
- Performs ad hoc reporting from all parking information systems.
- Provides end user client support for PowerPark and SCAN users.
- Provides systems analysis and design.
- Tests and validates software operations.
- Installs, configures, and enhances the parking information systems.
- Provides maintenance and monitoring.
- Develops and integrates e-commerce and related Auxiliary Service functions.
- Develops web-based parking applications.
- May train others in the use of the system.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities
- Knowledge of proper security administration.
- Ability to design and layout graphics designs.
- Ability to solve problems and troubleshoot.
- Ability to supervise and train others.

Minimum GSU Hiring Standards
Bachelor’s degree and three years of related experience; or a combination of education and related experience.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.