



WORK-STUDY JOB DESCRIPTION FORM 2025-2026

Job title: Student Assistant/ Parking Attendant

Pay Rate: \$ 16.90/hr.

Agency: Imperial Valley College

Employment site: Campus Safety and Parking Control Office (2603)

Address: 380 East Aten Road Ca 92251

Job skills and qualifications required:

Customer Service, attention to detailed, strong communication, fast learner.

Driver License, be able to lift and carry up to 30 lbs.

Job duties/Description:

To enforce the parking rules and regulations of the Imperial Valley College District.

Ensure the efficient and safe flow of traffic. Issue citations, reserved parking lots.

Interact with staff, visitors and students.

Contact Supervisor: Valerie Hudson

Phone number: 760-355-6436

Total hours per week: 15 (max 15 hours)

Preferred work schedule:

Days: Monday Tuesday Wednesday Thursday Friday

Hours: 7:30 am to 10pm 7:30 am to 10pm 7:30 am to 10pm 7:30 am to 10pm 7:30 am to 10pm

For Office Use Only

Date Received 01/02/2026 Dept. Code ZL083 Fund FAWS

Number of positions 3