

Assistant Service Plaza Manager
OHIO TURNPIKE & INFRASTRUCTURE COMMISSION

The Ohio Turnpike & Infrastructure Commission is seeking a **part-time** Assistant Service Plaza Managers to work in our Service Plaza Operations Department at all of our locations.

Qualified candidates must have a minimum of a high school diploma or GED and a valid State of Ohio driver's license and insurance. Must possess knowledge and experience of public relations and conflict resolution; and supervisory principles/techniques. Experience in public speaking, speech or communication is preferred. Must be able to work independently with no continuous supervision. Must be able to stand for long periods of time. Ability to lift up to 40 pounds and monitor the outside perimeter of the Service Plaza.

Performs inspections for cleanliness; walks perimeter of the service plaza to ensure the grounds are well maintained; assists in price surveys on plaza operators; collects and documents lost and found; monitors security of the service hallway; works with Ohio State Highway Patrol (OSHP) and Maintenance Department on related issues of the service plaza; periodically rotates between service plazas; maintains a log on needed repairs; reports all accidents and injuries and completes required reports; assists patrons with directions, questions, problems and complaints; reports broken vending machines and schedules repairs; maintains literature in information centers; performs any other duties as may be assigned by the Service Plaza Manager and/or Division Service Plaza Manager.

Salary

The starting salary is \$13.89 per hour. Hourly wages increase to \$16.86 per hour with service to the Commission.

HOURS OF WORK AND WORK LOCATIONS

Indian Meadow & Tiffin River Service Plazas – Located at Milepost 20.8 in Williams County
Blue Heron & Wyandot Service Plazas – Located at Milepost 76.9 in Sandusky County
Erie Islands & Commodore Perry Service Plazas – Located at Milepost 100.0 in Sandusky County
Middle Ridge & Vermilion Valley Service Plazas – Located at Milepost 139.5 in Lorain County
Great Lakes & Towpath Service Plazas – Located at Milepost 170.1 in Cuyahoga County
Brady's Leap & Portage Service Plazas – Located at Milepost 197.0 in Portage County
Mahoning Valley & Glacier Hills Service Plazas – Located at Milepost 237.2 in Mahoning County

Please clearly identify the location(s) you are interested in being considered for on your employment application.

This individual must be able to work varying day, afternoon and evening shifts Sunday – Saturday and be available to routinely work weekends and holidays.

APPLICATION PROCESS

Those interested may obtain a copy of the employment application [HERE](#). Individuals must print the application, fill out using a blue or black ink pen, and send it along with a cover letter, resume and signed FCRA Authorization Form via U.S. mail to:

The Ohio Turnpike & Infrastructure Commission
Attn: Human Resources Manager
Reference: Assistant Service Plaza Manager
682 Prospect Street
Berea, Ohio 44017

Applications must be received no later than Friday, March 13, 2015 at 5:00 p.m.

No phone calls/faxes/electronic submissions please

The Ohio Turnpike & Infrastructure Commission is an *Equal Opportunity Employer*