
Toll Collector Resume

Job Objective

Seeking Toll Collector position where I can assist in the overall growth of the company.

Highlights of Qualifications:

- Admirable experience in collection of tolls from all motorists
 - Sound knowledge maintaining records efficiently
 - Profound knowledge of public relation processes
 - Exceptional ability to manage financial transactions
 - Remarkable ability to provide change and receipts to customers
 - Ability to follow all instructions
 - Ability to lift heavy weight efficiently
 - Ability to perform basic arithmetic in calculations
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Professional Experience:

Toll Collector
HMS Global Maritime, Inc., Johnson City, TN
August 2007 – Present

Responsibilities:

- Assisted in collecting money and assessed tolls collection.
- Coordinated with customers and provided color coded entry tickets.
- Managed reconciliation of receipts and maintained records at beginning and ending balances.
- Monitored emergency situations for operation of toll booth.
- Maintained neat and clean toll plaza lanes with help of tools.
- Operated communication equipments and informed law enforcement officers on a timely basis.
- Supervised activities of other toll collectors.
- Monitored traffic surveillance and identified any flagged vehicle or person.

Toll Collector
Abacus Corporation, Johnson City, TN
May 2004 – July 2007

Responsibilities:

- Monitored all toll collection equipments according to regulations.
 - Assisted collection of toll amounts and classified all vehicles.
 - Provided customers appropriate change and receipts for toll payments.
 - Managed communication with all motorists pleasantly.
 - Provided training to all toll collectors to ensure efficiency within timeframe.
 - Evaluated change funds and operated change from tellers.
 - Inspected all vehicles to ensure safety and refused entry if unsafe.
 - Prepared reports for all unusual occurrences at the toll booth.
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Education:

High School Diploma
Berkmar High School, Lilburn, GA

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