This position requires a significant amount of traffic and toll data manipulation and reporting. This representative works closely with internal and external customers to answer questions and provide data. It is responsible for integrating the work of the Superintendent and other institutional managers to serve as the principal business advisor and manages all business operations for Monroe Correctional Complex. Experience dealing with elected officials, state agencies and other government entities is required. Experience with Microsoft Office and good writing skills are required. Interested? Please complete an application and submit it with a cover letter to PACE@seattle.gov.