

Toll Collector Job Description

- Carrying out the primary duty of collecting payments from customers for their tolls
- Verifying the amount owed by a customer and making necessary changes for each customer
- Keeping and maintaining up-to-date and accurate records of cash payments
- Recording information about non-paying drivers and forwarding it to the concerned department so actions can be taken
- Making calculations based on the number of axels reported vehicle weight and freight type for tractor-trailers
- Balancing cash and recording money received at the end of the shift.