



## Crossing Guard

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### **DEFINITION**

Under general supervision, perform duties related to assisting children to safely cross the street to and from school.

### **SUPERVISION RECEIVED**

Reports to the Senior Administrative Assistant in the Police Department.

### **SUPERVISION EXERCISED**

Exercises no supervision.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Stop vehicular traffic on assigned street at assigned location to help children to safely cross to and from school.

Give instructions to children.

Talk to parents and school officials as necessary regarding safety issues.

### **OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned.

### **ESSENTIAL JOB RELATED QUALIFICATIONS**

#### **Knowledge of:**

Procedures for safely assisting children across the street.

Pertinent traffic laws.

#### **Skill to:**

Perform assigned tasks properly and efficiently.

#### **Ability to:**

Establish and maintain effective working relationships with co-workers and the public.

Provide own transportation to and from work site.

### **MINIMUM QUALIFICATIONS**

#### **Experience:**

One year of experience with children and/or the public.

#### **License or Certification:**

Possession of, or ability to obtain, an appropriate, valid driver's license.

### **SPECIAL REQUIREMENTS**

*Essential duties require the following physical skills and work environment:*

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, and grasp; lift up to 10 lbs.; and exposure to heat, cold, and outdoors.

Effective date: October 2003

Revised: February 2009