

CROSSING GUARD

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under general supervision, to provide assistance to children and other pedestrians in crossing at specified streets along school routes; performs related duties as required.

DISTINGUISHING CHARACTERISTICS

This classification is an hourly, part-time position for persons assigned to locations near schools or along adjacent streets to protect children from traffic when crossing and to present a safety enforcement presence to passing motorists.

SUPERVISION RECEIVED AND EXERCISED

General supervision provided by Police Sergeant.

ESSENTIAL FUNCTION STATEMENTS

Essential responsibilities and duties may include, but are not limited to, the following:

Essential Functions:

Assemble children and other pedestrians behind curb lines awaiting traffic lulls or signal changes.

Interrupts traffic and escorts pedestrians into the street allowing them to cross safely.

Instructs children in proper procedures for safe street crossing.

Observes vehicle movements and records license numbers of vehicles whose drivers are jeopardizing safe street crossing by operating their vehicles in an unsafe manner and reports such to the Police Department.

Marginal / Non-Essential Functions:

Perform related duties and responsibilities as required

QUALIFICATIONS

Knowledge of:

Basic safety rules.

Basic safe driving rules and procedures.

Techniques for communicating with children and adults.

Ability to:

Obtain the attention and cooperation of school children and other pedestrians.

Observe and record license numbers and incident details accurately.

Follow oral and written directions.

Communicate and act effectively with co-workers, supervisor, and general public sufficient to exchange or convey information and to receive work direction.

Maintain physical and mental capacities appropriate to the performance of assigned duties and responsibilities.

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

None required.

Training:

Equivalent to 8th grade education level

Licenses/Certificates/ Other requirements:

None required.

PHYSICAL DEMANDS

Sitting:	Rare	Lifting:	
Standing:	Frequent	up to 10 lbs:	Frequent (sign)
Walking:	Frequent	11 to 25 lbs:	Never
Bending:	Occasional	26 to 50 lbs:	Never
Crouching:	Rare	51 to 75 lbs:	Never
Stooping:	Never	76 to 100 lbs:	Never
Kneeling:	Never	100 + lbs:	Never
Crawling:	Never	Carrying	
Climbing:	Never	up to 10 lbs:	Frequent (sign)
Balancing:	while walking	11 to 25 lbs:	Never
Running:	Rare	26 to 50 lbs:	Never
Twisting:	Occasional to Frequent	51 to 75 lbs:	Never
Turning:	Occasional to Frequent	76 to 100 lbs:	Never
Jumping:	Never	100 + lbs:	Never

Pushing/Pulling:

up to 10 lbs: Never
11 to 25 lbs: Never
26 to 50 lbs: Never
51 to 75 lbs: Never
76 to 100 lbs: Never
100 + lbs: Never

PHYSICAL DEMANDS (continued):

Grasping – firm: Never
Finger dexterity: Rare - writing
Reaching forward: Occasional
Pinch grasp: Never
Grasp – light: Frequent

Coordination - Eye-hand: Required
Eye-hand-foot: Required
Driving: Not Required

Talking - Face-to-face: Required
Verbal contact: Required
Public: Required

Vision - Acuity far: Required
Acuity, near: Required
Depth perception: Required
Field of vision: Required
Accommodation: Required
Color vision: Required

Hearing - Conversation: Required
Telephone: Not required
Earplugs: Not required

MENTAL REQUIREMENTS

Interpret instructions, detailed-uninvolved instructions, reading-simple, writing-simple, spatial, form, clerical, instructing, speaking-signaling, taking instructions-helping, Comprehend/follow instructions, perform simple-repetitive tasks, maintain work pace, relate to other people, influence other people, generalizations/evaluations, responsibility for direction.

WORK ENVIRONMENT

Indoors/Outdoors, moving machinery (vehicles), change in temperature/humidity, dust/fumes/smoke/gasses (auto), solvents/grease/oil, slippery/uneven surfaces, works around others, works alone, works with others.