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.*

SUMMARY DESCRIPTION
Under general supervision, assists school children crossing busy intersections and streets; instructs children in basic safety procedures related to crossing streets; and assists the general public as needed.

REPRESENTATIVE DUTIES
The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Provides crossing guard services at assigned location; assists children crossing busy streets and intersections; assists general public crossing streets as needed.

2. Ensures children cross street only when safe; stops vehicles by using hand held stop signs; controls students while waiting for traffic to clear.

3. Oversees children in selected waiting areas adjacent to bus pick-up and drop-off locations.

4. Reports hazardous conditions to supervisor.

5. Ensures that children are aware of proper safety rules when crossing streets; instructs children in basic safety techniques when crossing streets.

6. Greets the general public courteously; answers questions and provides information related to crossing guard programs; assists public in crossing street or providing directions as needed.

7. Remains visible to the public during working hours; remains calm in emergency situations.

8. Performs related duties as required.

QUALIFICATIONS
The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:
Basic principles and practices of safety.
Methods and techniques of basic first aid and CPR.
Methods and techniques of assisting children across busy streets.
Occupational hazards and standard safety practices.

Ability to:
Learn to operate crossing guard equipment safely and effectively.
Instruct children on basic safety procedures related to crossing streets.
Remain alert and attentive during working hours.
Remain calm and use good judgment in emergency situations.
Work outdoors in all weather conditions.
Work independently in the absence of supervision.
Understand and follow oral and written instructions.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Education/Training:
Equivalent to the completion of the twelfth grade.

Experience:
Some experience working with children is desirable.

License or Certificate:
Possession of, or ability to obtain, appropriate, valid first aid and C.P.R. Certificates.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT
The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential job functions.

Environment: Field environment; extensive public contact; exposure to all types of weather and temperature conditions; noise, dust, fumes, noxious odors, and gases.

Physical: Primary functions require sufficient physical ability to walk or stand for prolonged periods of time; use of hands and arms for signaling; light lifting and carrying.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

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Ralph Andersen & Associates