

**PUBLIC SAFETY/POLICE DEPARTMENT**

**SCHOOL CROSSING GUARD**

**JOB DEFINITION**

**A POSITION THAT REGULATES OF THE FLOW OF TRAFFIC IN SCHOOL ZONES AND ASSISTS IN THE CROSSING OF SCHOOL CHILDREN SAFELY IN THESE AREAS. UNDER THE DIRECT SUPERVISION OF THE COMMUNITY RELATIONS OFFICER, SUPPORT SERVICES DIVISION.**

**PRINCIPLE DUTIES**

**PERFORMS TASKS THAT REQUIRE PHYSICAL STAMINA, OCCASIONALLY STANDING OUTSIDE DURING ADVERSE WEATHER CONDITIONS. SOME EXAMPLES OF THESE DUTIES ARE:**

- ! ASSIST IN DIRECTING VEHICULAR AND PEDESTRIAN TRAFFIC AT SCHOOL CROSSINGS OR ASSIGNED LOCATION DURING RUSH HOURS OR AT SPECIAL EVENTS AS NECESSARY FOR MODERATELY LONG PERIODS OF TIME, OFTEN IN INCLEMENT WEATHER.**
- ! ASSISTS IN ENFORCEMENT OF APPLICABLE TRAFFIC LAWS.**
- ! IDENTIFY MAKE AND MODEL OF VEHICLES WHEN REQUIRED.**
- ! OTHER TASKS AS MAY BE ASSIGNED FROM TIME TO TIME.**

## **JOB QUALIFICATIONS**

- ! MUST BE AT LEAST 18 YEARS OF AGE.**
- ! MINIMUM EDUCATION NECESSARY TO BE ABLE TO READ, WRITE AND UNDERSTAND BASIC MATHEMATICS AND ABILITY TO LEARN APPLICABLE TRAFFIC LAWS.**
- ! COMPLETE CITY EMPLOYMENT APPLICATION.**
- ! PASS BACKGROUND CHECK INCLUDING JOB RELATED CREDIT, PERSONAL AND PREVIOUS EMPLOYMENT REFERENCES, AND MVR AND CRIMINAL HISTORY.**
- ! PASS JOB RELATED PHYSICAL EXAMINATION (SEE ATTACHED SHEET FOR REQUIREMENTS).**
- ! APPLICABLE GEORGIA DRIVERS LICENSE WITH A CLEAN DRIVING RECORD.**
- ! MUST BE ABLE TO WORK SPLIT SHIFTS, MORNING AND AFTERNOON, AND HOURS FOR SPECIAL EVENTS, IF REQUIRED**

## **DESIRED JOB CHARACTERISTICS**

- ! DEPENDABLE, MUST BE PUNCTUAL, WITH EXCELLENT ATTENDANCE BACKGROUND.**
- ! NEAT AND CLEAN IN APPEARANCE.**
- ! MAINTAIN EFFECTIVE WORKING RELATIONSHIP WITH OTHER EMPLOYEES, SUPERVISORS, AND THE GENERAL PUBLIC.**

**SALARY: \$15.00 PER DAY**

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**SIGNATURE**

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**DATE**

**JD3SCG.WPD**

**REVISED 9/92, 8/27/93, REVIEWED 12/20/94, 9/29/95, 11/22/95**

## PHYSICAL DEMANDS & EXPOSURES for POLICE DEPARTMENT / SUPPORT SERVICES / School CROSSING GUARD

Total number of hours spent, or could be spent on the job in the following activities:

Situation	At ONE Time	ENTIRE Work Day
SITTING:	0 to 2 Hours	2 to 4 Hours
STANDING:	1 to 2 Hours	2 to 4 Hours
WALKING:	1 Hr or Less	1 Hr or Less
RUNNING:	1 Hr or Less	2 Hrs or Less

Repetitive Use of Hands: (Operation of Office machines, driving)

Situation	Simple Grasping	Pushing / Pulling	Fine Manipulation
RIGHT:	Yes	Yes	Yes
LEFT:	Yes	Yes	Yes

Repetitive Use of Feet:

Situation	Results
RIGHT:	Yes
LEFT:	Yes
BOTH:	Yes (standing, walking, running, self-defense, driving)

Frequency of the following activities on the job:

LIFTING:	Occasionally	Frequently	Continuously
up to 15 lbs.:			X
16 to 30 lbs.:	X		
31 to 50 lbs.:	X		
50 plus lbs.:	X		

CARRY:	Occasionally	Frequently	Continuously
up to 15 lbs.:			X (equipment, duty belt)
16 to 30 lbs.:	X		
31 to 50 lbs.:	X		
50 plus lbs.:	X		

REACH:	Occasionally	Frequently	Continuously
Above Shoulder:	X		
Chest Level:		X	

PSYCHOLOGICAL DEMANDS:	Occasionally	Frequently	Continuously
Mental Stress:		X	
Working w / others			X

**PHYSICAL DEMANDS & EXPOSURES**  
for  
**POLICE DEPARTMENT / SUPPORT SERVICES / School CROSSING GUARD**

Situation:	Occasionally	Frequently	Continuously
Bend:		X	
Squat / Crouch:		X	
Climb:			
Twist / Turn		X	
JUMPING			

**Exposure to the following:**

Situation:	Occasionally	Frequently	Continuously
Vibration:	X		
Heights:	X {unprotected, climbing ladder, fences, etc.}		
Moving Machinery:			X
Inclement Weather:		X	
Extreme Heat:	X		
Dust / Fumes / Gasses:		X	
Pollen / Plant Matter:	X		
Grasses:	X		
Chemicals:	X		

**{Telephone, Computer, Driving}**

AUDIO / VISUAL NEEDS:	Occasionally	Frequently	Continuously
Hearing:			X
Near Vision:			X
Far Vision:			X
Peripheral Vision:			X
Color Discrimination:			X
Depth Perception:			X {communication, driving, self-defense, radio operation, shooting}

OTHER:	Consequences
	Occasional exposure to moving automobiles.

Please sign and date below, acknowledging that you have read and understand the attached **JOB DESCRIPTION** and **PHYSICAL DEMANDS AND EXPOSURES** forms, and that you correctly answered the last question on page two (2) of the **EMPLOYMENT APPLICATION** form as related to this information.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_