



PLEASE POST

POSITION AVAILABLE
GALENA PARK INDEPENDENT SCHOOL DISTRICT

Position: Crossing Guard / Cloverleaf Elementary School

Description: Work Under minimal supervision to assist children and others to safely cross the street at assigned instructions during designated hours.

Salary: Based on Experience

Length of Assignment: 177 Days

Qualifications: **Special Knowledge/Skills:**

- Basic knowledge of traffic safety regulations
- Ability to identify and respond quickly to traffic safety hazards
- Ability to communicate instructions effectively to both children and adults
- Ability to read, understand, and follow written instructions

Minimum Experience:

None

*** JOB DESCRIPTION ATTACHED ***

Deadline: **OPEN UNTIL FILLED**

Contact: James Cline, Senior Director, Risk Management & Non Exempt Services
Galena Park Independent School District
14705 Woodforest Blvd, Houston, TX 77015
jcline@galenaparkisd.com

Application: **Internal (In District) Applicants – Please click on the link below to create an account and upload your current Letter of Interest and Resume:**
<https://www.applitrack.com/galenaparkisd/onlineapp/>

Out of District – Please click the link below to submit an application:
<https://www.applitrack.com/galenaparkisd/onlineapp/>

JOB DESCRIPTION

JOB TITLE:	Crossing Guard	PAY GRADE: 401
REPORTS TO:	Principal	WORK DAYS: 177 Days
DEPT./SCHOOL:	Assigned Campus	DATE REVISED: 08/2024
WAGE/HOUR STATUS:	Non-Exempt	

PRIMARY PURPOSE:

Work Under minimal supervision to assist children and others to safely cross the street at assigned instructions during designated hours.

QUALIFICATIONS:

Special Knowledge/Skills:

Basic knowledge of traffic safety regulations
Ability to identify and respond quickly to traffic safety hazards
Ability to communicate instructions effectively to both children and adults
Ability to read, understand, and follow written instructions

Minimum Experience:

None

MAJOR RESPONSIBILITIES AND DUTIES:

1. Assist children and other community members to safely cross the street at assigned intersections during designated hours.
2. Identify potential traffic safety hazards and respond quickly to protect children and avoid incidents.
3. Ensure a smooth and expedient flow of both vehicular and foot traffic.
4. Follow and uphold district safety requirements and report traffic violations and student misconduct in accordance with district procedures.
5. Communicate safety and traffic rules to students and parents as needed.
6. Correct unsafe conditions when possible and report any conditions that are not correctable to supervisor as soon as practicable.

MAJOR RESPONSIBILITIES AND DUTIES CONTINUED:

- 7. Respond to emergency calls as needed.

EQUIPMENT USED:

Handheld traffic signs, traffic cones, reflective safety attire.

WORKING CONDITIONS:

Physical Demands:

Prolonged standing; constant walking, grasping/squeezing, wrist flexion/extension, reaching. Light lifting (under 15 pounds) Work irregular hours; occasional prolonged hours

Environment:

Work outside (prolonged, exposure to extreme temperatures, sunlight, and humidity); constant exposure to noise and vehicle exhaust; work around moving vehicles and on slippery and uneven surfaces.

Mental Demands:

Maintain emotional control under pressure; work with frequent interruptions;

The foregoing statements are intended to describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

Approved by _____ Date _____

Reviewed by _____ Date _____