



CODE: 50300  
UNIT: X GUARD  
GRADE: 001 TEMP-HRLY  
FLSA: NON-EXEMPT

**CLASSIFICATION**  
CROSSING GUARD

**SUMMARY:** Controls pedestrians to and from school, in conjunction with movement of traffic; may be required to perform other related duties, including placement of school zone signs. Work hours vary depending on school schedule.

**MINIMUM REQUIREMENTS**

Speak, read and write in English.

Ability and willingness to work in all weather/climate conditions and temperatures throughout the year, including inclement weather.

**ADDITIONAL REQUIREMENTS AFTER HIRE**

FBI fingerprint background check (at employee's expense).

Proof of immunity to rubeola (measles) and rubella (German measles), or proof of MMR immunization.

Post-offer/pre-employment physical examination, including a comprehensive hearing test.

Must submit to a post-offer/pre-employment drug/alcohol screen.

Must maintain a working phone number throughout employment.

**ESSENTIAL FUNCTIONS**

**THE LIST OF ESSENTIAL FUNCTIONS IS NOT EXHAUSTIVE AND MAY BE SUPPLEMENTED.**

Place and removes portable signs at designated locations in compliance with contracted times of operation.

Escorts children and adults across streets.

Punches "walk" button (if applicable).

Stops vehicular traffic if necessary.

Controls school children utilizing crossing.

Reports safety concerns to field supervisor or coordinator of safety/training.

Conducts student counts.

Reports changes in usage of crossing.

**PHYSICAL TASKS**

Work involves the performance of duties where physical exertion is required only to supplement normal sedentary work. Assistance is available in the event heavy physical exertion is required. Work may involve occasional lifting and carrying weights up to 25 pounds. Moderate walking, stooping, bending, reaching and sitting for extended periods may be required as a normal part of the job. Visual weakness must not prohibit the performance of assigned duties. Verbal communicative ability may be required of public contact positions. Ability to recognize the difference between colors. Requires hearing range within normal limits. Requires ability to stand and walk for extended periods of time. Requires ability to place and remove street crossing signs.

**WORKING CONDITIONS**

Exposure to all weather/climate conditions and temperatures. Exposure to street level pollution. Contact with employees, students and public. Exposure to Noise.

**CONTROL, SUPERVISION**

None

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Reviewed 6/95  
Revised 4/03, 8/08, 1/13, 10/14