



Seminole County Sheriff's Office

SCHOOL CROSSING GUARD

Class Spec Code: 1030

Established Date: 10/15/2020

Last Revised Date: 11/04/2022

Effective: 11/18/2022

Salary Range

\$15.00 Hourly

Bargaining Unit

N/A

EEO

EEO4-

Service/Maintenance

Occupational Group

N/A

FLSA

Non-Exempt

Benefit Code

PT BENEFITS

Physical Class

DTME

Classified Service

No

General Description

Performs and facilitates the safe crossing of pedestrians (school-aged children, parents, and citizens) following the Florida Department of Transportation (FDOT) guidelines and Sheriff's Office policies/directives.

Typical Duties

Note: Listed functions, duties, responsibilities and skills is not intended to be all-inclusive and the employer reserves the right to assign additional responsibilities as deemed necessary for the operational efficiency of the Sheriff's Office.

Must successfully complete all training and certification(s) as a condition of employment.

Ensure the safety of pedestrians (school-aged children, parents, and citizens) who are under the supervision of the crossing guard.

Ability to be aware of surroundings at all times and report suspicious activity when/where applicable.

Provides effective education for students and parents on safe crossing procedures when needed or necessary.

Follow MUTCDI requirements including use of mandatory equipment which is designed to make guard more conspicuous, which includes ANSI rated stop paddle, safety vest/windbreaker/raincoat, and whistle.

Properly utilize all stand-back lines and/or "Safety Lines".

Ability to provide clear and concise verbal communication to ensure the overall safety of any/all pedestrians.

Minimum Qualifications

- High School Diploma or GED
- Candidate must be available Monday – Friday, during the morning and afternoon hours
- Must have/maintain reliable transportation
- Incumbent provides personal clothing (shorts/pants, shoes, etc.) with the exception of Sheriff's Office issued polo-style shirts
- Must possess and maintain a valid Florida Driver's License

Knowledge, Skills, Abilities & Other

Regular and prompt attendance is mandatory in the performance of an employee's duties for this position, to include scheduled work hours, and required training activities, calls for

mandatory overtime needs and calls for service during times of an emergency.

Ability to be certified in safe crossing procedures according to the FDOT requirements and the Sheriff's Office policies, directives, and common practices; to establish and maintain an effective working relationship with supervisors, coordinators, peers, and the general public. Possess exceptional verbal communication skills. Knowledge of email and basic understanding in the use of the internet. Knowledge of the state and local laws, rules, and regulations regarding the effective and efficient passage of pedestrians while at a school crossing.

WORKING CONDITIONS

The work environment for this position is in the field. The incumbent must provide their own transportation to reach assigned post and are required to work outside in all weather conditions, which includes (but not limited to): rain, heat, cold, etc., without exception. This position is preformed from a standing position for extended periods of time and also requires the ability to walk and lift up to 25 lbs. without assistance.

PHYSICAL ATTRIBUTES REQUIREMENTS

Mobility- Frequent standing for extended periods of time, walking for extended periods of time, stooping, bending, climbing stairs, stepping on and off curbs, limited running

Lifting-Able to lift 25 pounds

Visual-Constant overall vision; constant eye-hand coordination; frequent

reading/close-up work

Dexterity-Frequent repetitive motion and reaching

Hearing/Talking-Constant requirement to hear normal speech

Emotional/Psychological- Frequent public contact; decision-making and concentration

Special Requirements- Ability to behave respectably and with utmost integrity even when off duty. May be required to respond for any critical incident, manmade or natural. Some assignments may require working weekends, nights, and/or occasional overtime

Environmental- Exposure to varied weather conditions