

CITY OF BISHOP
CROSSING GUARD
POLICE DEPARTMENT

This position is someone who is available to fill in for the Full Part Time Guard in the event of an emergency or a planned leave of absence.

DEFINITION

To provide for the safe movement of children to and from school when crossing public roadways and intersections by observing gaps in the traffic and leading children across the roadway or intersection. Crossing guards are not to engage in traffic direction or control.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from Support Services Manager, Watch Commander, Lieutenant, or Chief of Police.

EXAMPLE OF DUTIES – Duties may include, but are not limited to, the following:

- Assists children on their way to and from school in safely crossing roadways and intersections.

- Watch for gaps in traffic and walk children across the roadway or intersection while holding a "stop" sign in such a manner as to be visible to approaching vehicles.

QUALIFICATION/REQUIREMENTS

Knowledge of/Skill in/Ability to:

- Follow oral and written instructions.

- Deal effectively and courteously with associates and the general public.

- Be in physical condition that will permit adequate job performance.

- Successfully complete a thorough background check.

CITY OF BISHOP – CROSSING GUARD/PART-TIME/POLICE DEPARTMENT

PHYSICAL DEMANDS

The following sections deal with the physical demands of the job.

A. Terminology used repeatedly is defined as follows:

Not Present Activity or condition does not exist.

Rarely Activity or condition exists up to one-sixth of the time.

Occasionally Activity or condition exists up to one-third of the time.

Frequently Activity or condition exists from one-third to two-thirds of the time.

Constantly Activity or condition exists two-thirds or more of the time.

B. Normal physical demands are described as follows:

Standing Constantly – To maintain the entire body in erect posture without change in location, but often in conjunction with walking. The worker stands while doing all jobs and tasks.

Walking Constantly – Movement of the entire body for certain distances using a 1/toe gait. The worker walks while doing all

jobs and tasks.

Sitting	Occasionally – The ability to rest weight on buttocks and back of thighs while legs are bent at the knees. The worker sits while waiting to assist children across the roadway or intersections, and during normal breaks and lunch periods as applicable.
Driving	Not Present.
Lifting	Occasionally – The exertion of physical strength necessary to move objects from one level to another and often used in conjunction with carrying. Although lifting is done on an occasional basis, it is estimated that 100 percent of all lifting is zero to 10 pounds. The heaviest item lifted is a folding chair which weighs less than 5 pounds.
Shoveling	Not Present.
Carrying	Constantly – Used in conjunction with walking and often with lifting, weight is either held or rested directly on hands, arms, shoulders and back. As with lifting, it is estimated that 100 percent of all carrying is zero to 10 pounds. The heaviest item carried is a “stop” sign in a manner to be visible to approaching vehicles which weighs less than 5 pounds.
Pushing/Pulling	Not Present.
Bending	Occasionally – The ability to flex the upper trunk forward with knees extended, standing with knees flexed or while sitting. The worker bends when picking up any light debris that may be obstructing the public roadway or intersection while safely assisting children across that public roadway or intersection.

Twisting at the Waist	Constantly – Rotation of the entire body to a change in direction. The worker twists at the waist when assisting children safely across public roadways and intersections.
Stooping	Occasionally – Flexing the upper trunk forward at the waist while partially flexing the knees. The worker stoops while picking up debris that may be obstructing the public roadway or intersection while safely assisting children across that public roadway or intersection.
Kneeling	Not Present.
Crawling	Not Present.
Climbing	Not Present.
Balancing	Not present.
Reaching Overhead	Constantly – Positioning arms with extensions of elbows above shoulder level. The worker reaches overhead to present a “stop” sign in a manner that is visible to approaching vehicles. The “stop” sign weighs no more than 5 pounds.
Reaching in Front	Constantly – Positioning arms with any degree of elbow flexion in front of the body. The worker reaches in front while in all phases of this job.
Reaching Below Waist Level	Rarely – Positioning arms with extension of elbows below waist level. The worker reaches below waist level while assisting

children across public roadways and intersections.

Handling	Required – The worker will handle items which include a “stop” sign, a folding chair, assisting children across a public roadway or intersection throughout the workday.
Fine Finger and Hand Dexterity	Required – Flexion and extension of fingers with opposition of thumb. Fine finger and hand dexterity is utilized when holding a “stop” sign and assisting children across a roadway or intersection.
Gross Hand and Finger Dexterity	Required – Flexion and extension of fingers and with the opposition of the thumb while using the palm of the hand. The worker uses average gross hand and finger dexterity to carry a “stop” sign while assisting children across a roadway or intersection.
Hand and Wrist Movement	Required – The worker uses average hand and wrist movement in order to do all phases of this job.
Vision	Required – The worker will use average visual acuity in order to complete all job tasks.
Hearing	Required – The worker uses average hearing ability in order to communicate with others and be aware of his or her surroundings.
Speech	Required – The worker uses average communication skills to communicate with the public and for safety purposes.

ENVIRONMENTAL FACTORS

Unprotected Heights	Not present.
Being Around Moving Machinery	Constantly – The worker performs job duties near moving vehicles and machinery which includes all automobiles, trucks, and other street equipment.
Exposure to Dust, Fumes, Smoke, Gases or Other Irritants	Occasionally – The worker is exposed to all vehicle exhaust and outdoor dust and pollens.
Driving Automotive Equipment	Not Present.
Exposure to Excessive Noises	Rarely – The worker is exposed to noises caused by vehicle traffic and/or outdoor equipment.
Exposure to Radiant or Electrical Energy	Rarely.
Exposure to Solvents, Grease or Oils	Rarely.
Exposure to Slippery or Uneven Walking Surfaces	Occasionally.

Working Below Ground Not Present.

Unusual Fatigue Factors Rarely.

Working with Explosives Not Present.

Excessive Vibration Not Present.

**Working with Hand in Water
or Other Substances** Not Present.

Working Proximity Constantly – Works at assigned locations.

Working Inside Not Present.

Working Outside Constantly.

Temperature The worker is subject to ambient weather conditions which include a high of 105 degrees and a low of -10 degrees Fahrenheit.

MISCELLANEOUS

- A. Work hours are approximately two hours per day, Monday through Friday, during the public school year (August through early June).
- B. Specific hours to be worked will be set accordingly to the school bell and vacation/holiday schedule.
- C. May not work for more than 30 hours per a week.