

**City of Thorold  
CROSSING GUARD (Non-Union)**

<b>Department</b> .....Building & Planning	<b>Reports to</b> .....Chief Building Official
<b>Hours of Work</b> .....up to 16	<b>Location</b> .....Thorold

**Job Summary**

Crossing Guards are responsible for safely escorting pedestrians across roadways, at designated school crossings during the school year by monitoring traffic flow gaps and adhering to regulations, policies and procedures.

**Qualifications**

	Minimum Requirements
<b>Education</b>	<ul style="list-style-type: none"> <li>• Minimum high school diploma or GED equivalent required</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<b>Qualifications, Supplementary Knowledge, Certifications or Designations</b>	<ul style="list-style-type: none"> <li>• Able to travel to various school crossings in the City of Thorold</li> <li>• Ability to regularly report to assigned crossing on time, several times daily</li> <li>• The ability to remain alert and perform the job responsibilities in a safe and timely manner</li> <li>• The ability to provide excellent customer service skills, and to communicate clearly and effectively with pedestrians, residents and school officials</li> <li>• Excellent interpersonal skills; helpful, courteous and professional</li> <li>• The ability to stand, walk and hold the "STOP" sign for extended period of time</li> <li>• A clear Police Vulnerable Sector Check is required upon hire</li> </ul>

**Duties & Responsibilities**

- Ensure that elementary children going to and coming from school are assisted in crossing busy roadways safely at designated locations
- Use a sign and hand signals when safely escorting pedestrians across the street by identifying gaps in traffic and stopping traffic as necessary
- Must attend crossing in all weather conditions if schools are open



# JOB DESCRIPTION

- Assist in the training of new Crossing Guards as needed
- Able to attend meetings when required

## Working Conditions

- Work is scheduled in split shifts
- Work is performed outdoors, in all weather conditions
- Exposure to vehicle traffic, must have the agility to react to potential hazards
- Able to demonstrate adequate vision and hearing levels
- Continuous standing and walking, stepping down from and up to curbs
- Must hold a crossing sign and perform physical hand and arm movements
- Maintain provided safety equipment

## Approvals

	Name	Signature	Date
<b>CBO</b>	Jason Simpson		Jan. 14, 2020
<b>Chief Administrative Officer</b>	Manoj Dilwaria		Jan 14, 2020

### IMPORTANT NOTE

The statement above reflects the principal functions and duties as required for proper evaluation of the job. Other related duties can only be considered part of the job if they directly relate to the primary function contained herein.

Created: January 2020

	Name	Signature	Date
<b>Incumbent</b>			