



**840 Main Street  
Peekskill, New York 10566**

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## **VACANCY FOR SCHOOL CROSSING GUARD**

**Posting Date: JULY 6, 2022**

**Hourly Rate: \$15/HR**

The City of Peekskill is seeking to fill the part-time position of School Crossing Guard. Please see the attached job description for a complete list of duties and responsibilities.

To be considered, please submit a completed City of Peekskill Employment Application to the Human Resources Department, 840 Main Street, Peekskill, NY 10566. You may also submit this material via e-mail ([humanresources@cityofpeekskill.com](mailto:humanresources@cityofpeekskill.com)). Employment Applications can also be downloaded from the City's website ([www.cityofpeekskill.com](http://www.cityofpeekskill.com)) from the Human Resources web page.

There are no residency requirements to participate in the application process, but preference in appointment may be given to qualified candidates that have been City of Peekskill residents for at least 30 days prior to the effective date of appointment.

The City of Peekskill is an Equal Opportunity Employer.

**Application Deadline: JULY 15, 2022**



**CITY OF PEEKSKILL  
JOB DESCRIPTION**

<i>Job Title:</i>	<b>Crossing Guard</b>	<i>Department:</i>	<b>Police</b>
<i>Position Number:</i>		<i>Department Number:</i>	
<i>Reports to:</i>	<b>Senior Office Assitant (Police)</b>	<i>Civil Service Classification:</i>	<b>Non- Competitive</b>
<i>Prepared by:</i>	<b>City of Peekskill Department of Human Resources</b>	<i>Employment Status:</i>	<b>Part-Time</b>
		<i>FLSA Status:</i>	<b>Non-Exempt</b>

**JOB SUMMARY**

Assists pedestrians in crossing traffic intersections at an assigned post. Does related work as required.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Stops traffic at crosswalks to ensure the safety of pedetrrians;
- Assists children crossing street going to and returning from school;
- Instructs younger children in the precautions to be taken when crossing the street.

**REQUIRED KNOWLEDGE & SKILLS**

Some knowledge of first aid methods; ability to be firm yet courteous with the public; ability to get along well with people; ability to think and act quickly in emergencies; good powers of observation; dependability; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS** *(As adopted by the Westchester County Human Resources Department)*  
None

**PHYSICAL REQUIREMENTS**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to stand and walk, use hands to finger or grasp, reach with hands and arms. The employee is frequently required to talk and hear. The physical requirements of this position also require the ability to exert up to 10 pounds of force occasionally, and/or a negligible amount of force frequently or regularly to move objects.

**ENVIRONMENTAL CONDITIONS**

*The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is not subject to substantial exposure to adverse environmental conditions.

**EMPLOYER’S DISCLAIMER**

- All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.
- This job description in no way states or implies that these are the only duties to be performed by the employee holding this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties as required by the applicable Department Head/supervisor and/or City Manager.
- This job description is intended for the internal use by the City of Peekskill and does not replace the job specification that has been adopted by the Westchester County Human Resources Department.
- This job description does not create a contract of employment, express or implied.