



City of Duarte

IS ACCEPTING APPLICATIONS FOR:

CROSSING GUARD

Part Time

(2 positions available Regular & Alternate)

WAGES: \$11.63 per hour

POSITION SUMMARY: Under the direction of the Director of Public Safety Services, guides and controls vehicular and pedestrian traffic at streets located near schools of the Duarte Unified School District

DUTIES: Monitoring traffic flow to locate safe gaps through which pedestrians can cross streets, directing or escorting pedestrians across streets, stopping traffic as necessary, communicating traffic and crossing rules and other information to students and adults, and performing other related duties as required.

MINIMUM QUALIFICATIONS: Applicants must be at least 18 years of age. Any equivalent combination of training and experience that provides the required knowledge, skills, and abilities could be considered qualifying. Willingness and ability to work flexible hours. Must be available to work Monday through Friday between the hours of 6:50 am - 8:30 am and 1:20 pm – 3:30 pm. Hours will vary based on the city's needs.

LICENSES AND CERTIFICATES: Possession of a valid California driver's license is required by the date of hire. Must complete a personal background questionnaire and pass an extensive background investigation.

APPLICATION PROCEDURE: Candidates must complete a City of Duarte application; application plus any additional materials must be received by the Human Resources Office at City Hall by 6:00 p.m. on **Thursday, January 12, 2017**. Applications are available on the City's website and at City Hall. *Faxed or emailed applications and/or resumes are not accepted.*

If you have any questions regarding the position please contact:

City of Duarte Public Safety Department
Brian Villalobos, Public Safety Director