



DATE: November 7, 2018
POSITION: Crossing Guard
DEPARTMENT: Police Department
SALARY: 11.8355

Part-time position involving adult supervision of school children at assigned street locations. The primary function of a School Crossing Guard is to assist school children safely across designated street locations before and after school, during normal school year months. Adhere to all training, procedures and safety practices as directed by the Support Services Officer. Interact with citizens and their children and maintain a positive relationship with the public. Attend and successfully complete all required mandatory training.

JOB DUTIES: Part-time position involving adult supervision of school children at assigned street locations. The primary function of a School Crossing Guard is to assist school children safely across designated street locations before and after school, during normal school year months. Adhere to all training, procedures and safety practices as directed by the Support Services Officer. Interact with citizens and their children and maintain a positive relationship with the public. Attend and successfully complete all required mandatory training.

QUALIFICATIONS: Ability to provide customer service in a helpful, polite, tactful and efficient manner. Excellent communication skills and proficient use of standard English. Interpersonal skills and emotional intelligence necessary to maintain a harmonious effective working relationship with other municipal departments, outside agencies, and the public. Must be at least 18 years of age. Must establish residency within the Village of Lansing by eighteen (18) months of employment. Must have a valid Driver's License, high school diploma/GED. Must pass a background check.

DEADLINE: Open until position is filled

To receive consideration, please pick up an employment application and submit your application and resume to Anne Newberry at the Village of Lansing Municipal Center, 3141 Ridge Road Lansing, Illinois 60438. Your resume may also be submitted as an email attachment, please send anewberry@villageoflansing.org If you submit a resume by email, please make the subject line of the email the position you are applying for.

The Village of Lansing is an Equal Opportunity Employer.