

Jurisdictional Class: Labor in All Towns and Villages (part-time only)
EEO Category: Protective Service
Revised: 03/10/2020

SCHOOL TRAFFIC OFFICER

DISTINGUISHING FEATURES OF THE CLASS: This is responsible work calling for safeguarding school children when they walk across busy intersections in the morning and at the end of the school day. The incumbent is entrusted with the safety of school children through overseeing and controlling traffic flow in their path. They direct school children in the safe crossing of roads to and from the school area. Supervision of others is not a feature of this class. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Guides children safely across streets and intersections in accordance with operating traffic lights and crosswalks;

Puts traffic signs at established locations at the start of their duty and remove them as their duty ends;

Protects children as they cross the street;

Watches for suspicious individuals in and around school areas;

Notifies school authorities about traffic risks and hazards, including school zones that are not adequately marked and monitored;

Using appropriate signs, lanterns, hand signals and flags, they direct vehicular and pedestrian traffic;

Coordinates and discusses with school authorities regarding traffic control points and rerouting plans.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge and understanding, not only of traffic signals, but also of traffic patterns and behavior as well; good knowledge of basic safety procedures and practices relevant to their job; ability to work outdoors in all weather conditions; good judgment as they interact with children and others; attention to detail.

MINIMUM QUALIFICATIONS: None

Adopted: 09/27/2017
Revised: 09/20/2019; 03/10/2020