



Village of Tinley Park - Employment Opportunity

The Village of Tinley Park is an Equal Opportunity Employer and a Drug Free workplace.

SUBSTITUTE CROSSING GUARD

Posted: January 26, 2018

Closing Date: Until Filled

The Village of Tinley Park seeks three (3) part-time Substitute Crossing Guards to direct pedestrian traffic (school children) across streets or intersections.

Required Knowledge, skills and abilities:

- Must maintain a reasonable degree of physical fitness to manipulate the hand-held stop sign.
- Must have adequate eyesight in both eyes, and adequate hearing ability in both ears in order to fulfill responsibilities to safely cross school children at intersections and designated roadway crossing points.
- Ability to speak the English language in a clear and concise manner so as to give directions, and if necessary, to shout warnings or commands as necessary in emergency situations.

Physical Demands:

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 frequently required to stand, walk, talk and hear. The employee is occasionally required to sit, use hands to handle, feel or operate objects, or controls; and reach with hands and arms.

The employee must be able to work in various weather conditions. The employee must occasionally lift and/or move up to 10 pounds.

Minimum Qualifications:

- Must be a minimum of 18 years of age;
- Must be in possession of a valid Driver's License;
- Must successfully complete the Village's criminal background investigation.

Hours of work: Mornings and/or afternoons, and/or as needed, during the school year, depending upon department need.

Pay Rate: \$10.85 per run to start, pursuant to Village Ordinance. A run shall be defined as the performance of the Crossing Guard's duties at an approved Village intersection for a period not greater than thirty (30) minutes.

Application Process: Interested candidates must complete a Village of Tinley Park Application for Employment obtained at www.tinleypark.org or in person at the Village Hall. **Submissions must be postmarked, e-mailed or received in the Village Hall night drop by 5:00 p.m. as soon as possible.**

Mail to: Human Resources, Village of Tinley Park, 16250 South Oak Park Avenue, Tinley Park, IL 60477.

Email to: humanresources@tinleypark.org