



841 NE 22nd Ave., Camas, WA 98607

(360) 335-3000

An Equal Opportunity Employer

**PSE OPENING
2011-2012 SCHOOL YEAR**

Job: 2011-89
Date: October 11, 2011
Position: Crossing Guard
Location: Camas High
Schedule: Monday – Friday: 7:15-7:45 a.m./2:30-3:00 p.m.; 1.0 hr a day; School Year Calendar Schedule

Qualifications:

- Minimum high school diploma or equivalent required.
- Must demonstrate appropriate use of written and oral English.
- Ability to work as a team member and a self starter.
- Demonstrate rapport with students.
- First Aid/CPR required.
- Must be willing to be flexible and do additional jobs as assigned.
- See attached job description.

Contract: Regular.

Salary: According to PSE Salary Schedule.

Inside Closing Date: **October 18, 2011**, for applicants from within Camas School District.
Application may be made by submitting a signed Transfer Request to the Human Resources Department.

Outside Closing Date: Open until filled

Application Procedure:

1. Include a general cover letter of application summarizing your qualifications.
2. Complete a classified employment application form, inserts and materials as required in the application packet, including a resume.
3. Send materials to: Human Resources; Camas School District No. 117; 841 NE 22nd Ave.; Camas, WA 98607.

If the above materials have already been completed and are on file, submit to Human Resources a letter indicating your interest in being considered for this position. If you have questions, you may call between 7:30 a.m. – 4:30 p.m. Monday through Friday at (360) 335-3000.

Every effort is made to ensure that all employment decisions are administered in accordance with the principles of equal opportunity. The Camas School District No. 117 complies with all state and federal rules and regulations and does not discriminate on the basis of race, color, religion, creed, national origin, gender, marital status, age, pregnancy, sexual orientation (including gender identity) the presence of a disability, or any other basis prohibited by law. Inquiries regarding compliance and/or grievance procedures may be directed to Rita Pakenen, Title IX/RCW 28A.640 compliance officer and/or Dana Jones Section 504 Americans with Disabilities Act (ADA) coordinator.

All Employees are required to furnish proof of identity and employment authorization status. The Camas School District is committed to providing a drug-free, tobacco-free environment for all persons—students, community and staff. Any offer of employment with Camas School District is on a conditional basis pending the successful completion of a FBI and Washington State Patrol fingerprint background check.

School Crossing Guard Job Description

Purpose: The School Crossing Guard is responsible for the safety of children who are arriving and leaving school on a daily basis.

Responsible to: Building Administrator

Payment Rate: According to PSE Salary Schedule.

Qualifications:

1. High School diploma or equivalent.
2. Current First Aid/CPR card.
3. Able to establish a positive rapport with children.
4. Able to establish a good working relationship with local law enforcement.

Essential Functions:

1. Safely expedite the movement of children to and from school by creating gaps in traffic.
2. Must have knowledge of local traffic regulations.
3. Need to be able to identify vehicles by body style, color and license tag number.
4. Must be able to work with the school safety patrols.
5. Must be able to maintain school patrol equipment, i.e. flags, boots and vests.
6. Support the value of education.
7. Support the philosophy and mission of the Camas School District No. 117.

Physical Requirements/Environmental Conditions:

1. Requires prolonged standing.
2. Requires lifting children ages 5-12 to their feet if they fall to the ground.
3. Requires working in all weather conditions.
4. Requires carrying children, who are not seriously injured, weighing up to 100 pounds.