



## TOWN OF COLLIERVILLE POSITION VACANCY

**OPEN TO:** General Public

**TITLE:** School Crossing Guard (2)

**LOCATION:** Police Department

**OPENING DATE:** January 10, 2018

**CLOSING DATE:** Until filled

**JOB NUMBER:** JN18-02CP

**CLASS CODE:** TBD

**FLSA STATUS – Non-Exempt**

**SALARY RANGE:** \$12.75 per hour

**PRIMARY FUNCTION:** This is a responsible traffic position assisting school age children to safely cross intersections, major streets, and assisting in the relief of traffic congestion at the schools in the Collierville system during hours when children are going to or coming from school.

**QUALIFICATIONS:** Requires a high school diploma or equivalent; one (1) month related experience and/or training; or an equivalent combination of education and experience.

**SPECIAL REQUISITES:** Must attend special departmental training programs in traffic control. Working of shifts is required. Applicants must be 18 years of age or older. Must have the ability to pass a work related background check.

**LICENSES:** Requires a valid driver's license.

**NOTES:** Must be able to pass a work related drug test. Must be able to perform duties in inclement weather. Must possess physical stamina to stand for long periods of time.

Selection process may include: examinations, interviews, assessment centers, practical skills, etc. Drug testing may be required.

**WE REGRET WE ARE UNABLE TO ANSWER ALL INQUIRIES. WE WILL ONLY NOTIFY CANDIDATES SELECTED FOR TESTING OR INTERVIEWS.**

APPLY: Human Resources Office, 500 Poplar View Parkway, Collierville, TN

NOTES: Please submit a new application each time you apply for a Town job. Pursuant to Tennessee open records law, applications and resumes are subject to disclosure.

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THE TOWN OF COLLIERVILLE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE IN HIRING. MINORITIES, WOMEN AND DISABLED ARE ENCOURAGED TO APPLY. IF YOU HAVE A DISABILITY AND REQUIRE SPECIAL ACCOMMODATIONS DURING THE SELECTION PROCESS, PLEASE NOTIFY THE HUMAN RESOURCES OFFICE AT (901) 457-2290. THE TOWN OF COLLIERVILLE IS A DRUG FREE WORK PLACE.