



# Town of Belmont

## Employment Opportunity

The Town of Belmont is now accepting applications for the part-time position of:

### **On-Call Crossing Guard**

### **Belmont Police Department**

Starting Salary: \$11.36/hour

This position is not eligible for benefits.

### **Application Closing Date: Open Until Filled**

Applicants must submit the required Town of Belmont application form, resume and cover letter to the Town's Human Resources Department by the closing date.

### **Position Summary**

The Town is currently seeking an individual to be *on call* as a **Reserve Crossing Guard**. Candidates would need to be available, *as needed*, from September thru June, school day mornings and afternoons. This position will monitor vehicle and pedestrian traffic to escort pedestrians across roadways insuring safe passage, direct traffic and provide directions to motorists and pedestrians.

A High School diploma or equivalent is required, as well as experience working with children, and the ability to communicate effectively with students, parents, teachers, and motorists. Appointment is subject to a satisfactory CORI check.

The starting pay is \$11.36 per hour, and does not include benefits.

### **Application Process**

All applicants are required to complete a Town application form, available from the Town's website, [www.belmont-ma.gov](http://www.belmont-ma.gov), by emailing [humanresources@belmont-ma.gov](mailto:humanresources@belmont-ma.gov), calling (617) 993-2740 or by visiting the Human Resources Department at the Belmont Town Hall. Applicants may attach resumes to the Town application form as additional information but cannot use this in lieu of completing the required form.



All full-time and some part-time employees will need to complete a pre-employment physical and drug-screening examination. Certain positions will also require a CORI criminal background screening.

**Application and resumes must be received in the Town's Human Resources Department.**

The Town reserves the right to modify the application deadline and/or accept applications after the deadline in order to best serve the interest of the community.

After the submission deadline, the Human Resources Department and a review committee will review all completed applications and will select the most highly-qualified respondents for interviews. The Town will acknowledge receipt of completed applications that it receives and will only further contact individuals who the Town selects to interview.

Individuals who need accommodations in order to participate in this process should contact the Town's Human Resources Department.

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Please address all questions regarding the Town's hiring process to:

Human Resources Department  
Town of Belmont  
455 Concord Avenue  
Belmont, Massachusetts 02478  
(617) 993-2740  
[humanresources@belmont-ma.gov](mailto:humanresources@belmont-ma.gov)