



COLUMBIA COUNTY SHERIFF'S OFFICE
OPEN POSITION ANNOUNCEMENT
APPLICATION CLOSE DATE – OPEN UNTIL FILLED



The Columbia County Sheriff's Office is currently seeking interested and qualified candidates for the position described below. As a condition of employment, employees are required to participate in the payroll direct deposit program. A complete, detailed job description for this position is available in the Columbia County Sheriff's Office Human Resources Division.

POSITION TITLE:	SCHOOL CROSSING GUARD, PART-TIME (NON-SWORN POSITION)
HOURS:	PART TIME, Monday – Friday
SALARY:	\$15.00 Per Hour
DESCRIPTION:	Under the general direction of the School Resource Sergeant, performs work of routine difficulty in assisting schoolchildren and other pedestrian traffic across streets at designated intersections. Incumbents are expected to maintain an alert attitude to prevent/avoid hazardous traffic situations. Work is reviewed through observation and results obtained.
REQUIREMENTS:	<ul style="list-style-type: none">• Possession of a valid Florida driver's license at the time of employment if required for the position. Driving history will be thoroughly reviewed and may be grounds for disqualification.• No illegal drug sale within lifetime.• No illegal drug use within the past 36 months.• No felony convictions within lifetime• No misdemeanor convictions involving perjury, false statement, or domestic violence within lifetime.• Prior military personnel must not have a dishonorable discharge from any branch of the United States Armed Forces, the Coast Guard, National Guard, or Reserve Forces. Successful completion of a criminal background investigation including voice stress analysis, reference/employment/neighborhood checks, and medical evaluation.
SELECTION:	Selected applicants will be scheduled for an oral interview with various representatives of the Sheriff's Office. Selected applicants must successfully complete the requirements of a conditional employment offer and a pre-employment background investigation.
DEADLINE:	Position will remain open until filled. Applications can be picked up at the CCSO Operations Center, 4917 E. US Hwy 90 Monday – Friday, 8:00 a.m. to 5:00 p.m. or printed from the CCSO website at www.columbiasheriff.org . (Applications that are incomplete, missing information or faxed will not be accepted).
CONTACT INFO:	Human Resources Division, Columbia County Sheriff's Office 4917 East US Hwy 90, Lake City, FL 32055 Office: 386-758-2130

EQUAL EMPLOYMENT OPPORTUNITY