

Medford

Medford City Hall
85 George P. Hassett Drive
Human Resources Department, Room 204
HR: 781-475-5640 - Fax: 781-393-9489

<u>POSITION:</u>	<u>Traffic Supervisor</u>	#J2025 – 0016 Posted 2/19/25
<u>DEPARTMENT:</u>	Police Department	Posting Removal: Ongoing
<u>HOURS OF WORK:</u>	On-Call Basis Until Becoming a Permanent Traffic Supervisor	
<u>SALARY:</u>	Union, Estimated Per Diem Rate \$52.64, Pension - Eligible	

BASIC FUNCTION:

A Traffic Supervisor is responsible for ensuring the safe passage of pedestrians, primarily school children, across streets by monitoring traffic flow, signaling vehicles to stop when necessary, and guiding pedestrians across the crosswalk, all while adhering to established safety regulations and procedures; their primary focus is to maintain pedestrian safety at designated crossing points, usually near schools, during school hours.

Duties and Responsibilities:

- **Traffic control:** Stop and direct vehicular traffic to allow pedestrians to safely cross the street.
- **Pedestrian guidance:** Escort pedestrians across the crosswalk, ensuring they are aware of traffic conditions and following proper crossing procedures.
- **Signal usage:** Use hand signals or designated devices to communicate with drivers when to stop and proceed.
- **Observation:** Actively monitor traffic patterns and identify potential hazards for pedestrians.
- **Communication:** Clearly instruct pedestrians and drivers on appropriate crossing behavior.
- **Reporting incidents:** Report any safety concerns or traffic violations to relevant authorities.

EDUCATIONAL / EXPERIENCE REQUIREMENTS:

Minimum:

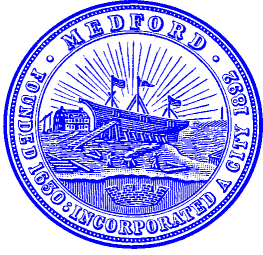
- No experience necessary
- Must pass a background check, drug and physical
- Training will be provided upon hire

Knowledge/Skills/Abilities:

- **Attention to detail:** Ability to closely observe traffic patterns and pedestrian movements
- **Decision-making:** Quickly assess traffic situations and make appropriate actions to ensure safety
- **Communication skills:** clearly communicate instructions to pedestrians and drivers
- **Physical fitness:** Ability to stand for extended periods and quickly react to changing traffic conditions.

Typical work environment:

Outdoor location at designated school crossings, Varied weather conditions, high visibility clothing, and signage.



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ADDRESS ALL TRAFFIC SUPERVISOR APPLICATIONS TO
Human Resources Department
City of Medford – Room 204
85 George P. Hassett Drive
Medford, MA 02155

Or submit a [TrafficSupervisorApplication.pdf](#) with the job title in the
subject line to jobs@medford-ma.gov

For the posting, please visit the City of Medford's website – www.medfordma.org

The City of Medford is an Equal Opportunity/Affirmative Action/504 Employer Residents of the City of Medford, Women, People of Color, Veterans and Persons with Disabilities are encouraged to apply.