



JOB OPPORTUNITY ANNOUNCEMENT

Date: Friday, March 8, 2024

Position: Telecommunicator

Duties:

- Answer phone for emergency and non-emergency services
- Process and dispatch police, fire and medical service
- Complete paperwork

Requirements:

- Equivalent to high school diploma
- Type 35 wpm with accuracy
- Able to work up to 12 hour shifts, with rotating days off
- Obtain Telecommunications Operator certification from TCLOSE
- Clear speaking voice to communicate in highly complex and stressful situations
- No Class B Misdemeanor or higher convictions in the last 10 years

Salary: \$19.06 to \$21.77 per hour, depending upon experience

Contact: Kelly R. Janica at 361-782-3371 or pick up application at Jackson County Sheriff's Office, 115 W. Main, Edna

Deadline: until filled

Equal Opportunity Employer

