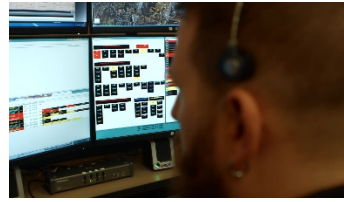
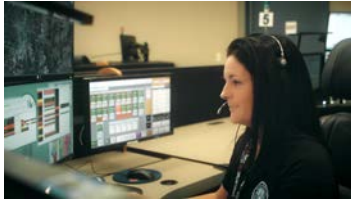


JOB OPPORTUNITY #: 792-2701
EMERGENCY TELECOMMUNICATOR TRAINEE (9-1-1 DISPATCHER)
JOINT COMMUNICATIONS OPERATIONS



AN EXCITING, REWARDING CAREER - APPLY TODAY AND MAKE A DIFFERENCE

Responsibilities: After successfully passing a paid, hands-on six-month training program, you will join a dedicated team of public safety communications professionals working in a state-of-the-art Emergency Communications Center, using cutting edge computer and radio technologies to serve as the vital link between the citizens of Boone County and the emergency services they may need. In your role as a call-taker, you will answer 9-1-1 (emergency) and 3-1-1 (non-emergency) telephone calls. You will communicate professionally with callers, use structured protocols to obtain important information, and properly document and prioritize calls for dispatch, while providing over-the-telephone life-impacting instructions to callers. In your role as a dispatcher, you will quickly and accurately dispatch calls for service to sheriff's deputies, police officers, firefighters, and paramedics in the field. You will use a computer-aided dispatch system to maintain accurate up-to-the-minute status of available resources to provide fast and effective response to emergencies. You will manage computer-based radio communications to ensure responder safety and provide critical logistical support, while networking with other public safety resources such as the Missouri Uniform Law Enforcement System (MULES) and the National Crime Information Center (NCIC). You will have other related duties as needed or assigned.

Status: This is full-time, non-exempt, employment with competitive benefits.

Work hours: Successful candidates are willing and able to work any assigned shift at the department's discretion (7am-3pm, 11am-7pm, 3pm-11pm, 7pm-3am, and 11pm-7am).

Work Location: Columbia, Missouri

Qualifications: Successful applicants will be at least 18 years old when hired; have a high school diploma or GED; have a valid driver's license; be able and willing to work any assigned shift, scheduled and unscheduled overtime, weekends and holidays; will not have pled guilty to or been convicted of a felony; have no criminal convictions within the last two years (excluding traffic violations); have no marijuana use or possession in the past 2 years and no other drug use or possession in the past 5 years; meet minimum qualifications set forth by FBI and MSHP CJIS Security policy; pass a pre-employment selection examination and drug screening; pass a background investigation, and obtain and maintain certifications required for the position.

Pay Rate: \$15.57/hour. Pay increases upon successful completion of on-the-job training (\$16.17/hour) and probation periods (\$16.77/hour). Shift differential is an additional \$0.65/hour. Additional pay for overtime and holidays worked.

How to apply: Apply on line at <https://www.showmeboone.com/hr/job-opportunities/>

Application Deadline: Applications will be accepted until the posting is removed.

An Equal Opportunity Employer