

County of Wayne – 911 Dispatcher/Training

Job Summary: 911 Dispatcher is the first person to respond to an emergency call. Dispatchers must be able to perform the following requirements:

- * Possess good communication skills
- * Collect personal and location information from callers
- * Dispatch Police, Fire or Medical units to the site of the emergency
- * Instruct callers on life-saving procedures
- * Provide available information to emergency responders
- * Provide emotional reassurance to the distraught or suicidal callers
- * At times handle high radio traffic from multiple units
- * Handle non emergency calls and after hour calls for County Agencies
- * Perform related duties as assigned

Knowledge and Experience: Ability to work in high paced environment and multi-tasking necessary with multiple levels of technology. Work in close proximity with other employees for 8 to 12 hour periods.

Geographic knowledge of Wayne County is a plus. Medical or Emergency Response knowledge is also a plus.

This position is part-time during training and probation period. Full-time positions may be available after successful completion of all required tasks and certifications are obtained.

Salary is based on 40 hour work schedule and is considered a non-exempt position.

Base starting salary is \$ 11.75 per hour.

Questions should be directed to Betsy Turner, 911 Manager at 570-253-5970 ext. 1804