CITY OF LEWISVILLE POLICE DEPARTMENT
is seeking candidates for
Public Safety Dispatcher

Opening date: 02/14/2023
Closing date: Until Filled

POSITION SUMMARY

Operates radio, telephone and related communications equipment to receive and relay information; prioritizes and assigns appropriate resources for emergency and non-emergency service calls for assigned area of responsibility. Maintains logs and records of all activity as required. Provides support information to police officers, fire units, the general public and other public safety agencies as required.

Salary: $49,930.00 - $66,911.00 Annually with hiring incentive up to $1,500.00

POSITION QUALIFICATIONS

Education
- High School Diploma or GED.

Experience

1 year experience in a position with high public contact requiring decision making and problem solving under stressful conditions.

Skills
- Skill in use of personal computer including Microsoft Office, Open Office or similar word processing programs, e-mail and the Internet

Preferences
- Bi-lingual in Spanish, Burmese or Korean preferred.
- Experience working a shift schedule (nights, weekends, holidays) preferred.
- Experience working in a dispatch or call center environment preferred.

Other Requirements
- Must submit to and pass a pre-employment drug test and hearing test.
- Must submit to and pass Denco 911 CritiCall test. Preference may be given to candidates who have previously taken and passed the CritiCall test.
- Must complete training requirements for a telecommunicator as required by TCOLE (Sec. 6, Ch. 546, Art 4413 (29aa), Vernon's TX Civil Statues) within one year from date of hiring.
- Must complete Emergency Medical Dispatcher Certification within one year from date of hiring.
- Must pass background checks including Fingerprint check, polygraph & psychological exam.
- Must be at least 18 years of age.
- Must be a US Citizen as required by TCOLE.

Interested candidates read more and apply directly on the City of Lewisville career webpage at: https://www.governmentjobs.com/careers/lewisville Job #: FY2223-00115- Public Safety Dispatcher.