

# Goose Creek CISD Police Department

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## Telecommunications Dispatcher

### -Job Opportunity

Starting pay \$19.43

240 Day Contract/ Overtime Opportunities

80 Hours of Paid Vacation

40 Hours of Paid Sick Days

40 Hours of Paid State Personal

Weekends Off

### MAJOR RESPONSIBILITIES AND DUTIES:

1. Operate digital two-way radio and telecommunications system.
2. Operate TLETS, TCIC/NCIC systems.
3. Obtains pertinent information to include but not limited to location of incident, type of incident complaint, complainants name, address, phone number and information that would assist responding agency.
4. Operate Police Department's computer records management system (CAD and RMS).
5. Operate fire and burglar alarm monitoring system.
6. Operate video monitoring systems.
7. Be first point of contact for public.
8. Perform other duties as assigned.

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### QUALIFICATIONS: EDUCATION/CERTIFICATION

Must have a high school diploma or GED equivalent.

Must possess a current and valid Class C Texas driver's license with an acceptable driving record as determined by the Texas Department of Public Safety and meet all requirements for other safety- sensitive positions.

TCOLE Telecommunicator Certification required