



SUWANNEE COUNTY SHERIFF'S OFFICE

Telecommunicator

CONTACT

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386-364-3492

WEBSITE:
Suwanneesherriff.com

Open Position Announcement

Application Close Date: Open until filled

The Suwannee County Sheriff's Office is currently seeking interested and qualified candidates for the position described below. A complete, detailed job description for this position is available in the Suwannee County Sheriff's Office Human Resource office.

Position Title: Telecommunicator

Starting Salary: \$32,000 (Additional compensation for previous years' experience)

Description of Position:

Our Consolidated Dispatch is staffed 24 hours 7 days per week by highly trained professionals whose goal is to provide both emergency and non-emergency Law Enforcement, fire and medical services. Work is performed in a call center environment and involves call-taking and dispatching of emergency and non-emergency calls. Public Safety Telecommunicators respond to emergency and non-emergency calls for service, using a computer aided dispatch terminal for entering call data. Communications Operators handle a large volume of incoming emergency and non-emergency telephone calls from the public as well as dispatch deputies to calls for service. Communications Operators must establish effective working relationships with other employees and organizations in emergency or other situations; they must adapt quickly to changes; be able to recall information such as major streets and law enforcement codes; they must communicate with clients and customers to satisfy their expectations; and be committed to quality customer service. Must have the ability to define problems; collect data quickly and accurately; and draw solid conclusions. They will be expected to convey verbal information in a clear, concise and intelligent manner. Written communications must be accurate, concise, legible, timely and grammatically correct. This position requires the ability to work nights, weekends and holidays. This job may also require working during natural disasters, including hurricanes.

Qualifications:

- *Be at least 18 years of age
- *Be a citizen of the United States
- *Have a Valid Driver's License
- *Not have been convicted of a felony or misdemeanor involving perjury or false statement
- *Never received a dishonorable discharge from any of the Armed Forces of the United States
- *Be of good moral character
- *Ability to pass a background investigation and drug screening

Equal Employment Opportunity Employer

The Suwannee County Sheriff's Office is an equal opportunity employer and a drug free workplace. Our Agency values the service of veterans to our country, supports recruitment of veterans, and veteran's preference will be given in accordance with Chapter 295 of the Florida Statutes for those who meet the minimum requirements of the position. "The Suwannee County Sheriff's Office values the service of veterans to our country, supports recruitment of veterans, and veterans preference will be given in accordance with Chapter 295 of the Florida Statutes for those who meet the minimum requirements of the position"