

Alleghany County Open Position
Full-time Telecommunicator

Alleghany County is now accepting applications for a full-time telecommunicator position.

Performs responsible radio and communications work by operating computer aided dispatch, base radio dispatching and advanced telephone systems to receive and transmit emergency calls for the municipal and county law enforcement, fire, and emergency services programs. Work involves receiving incoming calls associated with the county and city law enforcement, fire departments, emergency EMS and rescue services, and other public safety programs, providing accurate and timely transmittal of emergency messages which often involves difficult emergency situations affecting human safety and wellbeing. Employees are assigned to a shift to receive calls and dispatch appropriate personnel in accordance with established procedures. Considerable tact and firmness must be exercised in obtaining information from distressed persons. Employees must use considerable independent judgment and initiative in receiving messages, determining which units to dispatch, responding to emergency situations, and dispatching calls. Work is performed in accordance with standard departmental policies and procedures and is supplemented by specific instructions when necessary.

Graduation from high school or equivalent required and some communications, dispatching or other public contact work preferred. Additional requirements are valid driver's license verified by DMV background check, able to obtain certifications in all required areas of training, subject to pre-employment and random drug testing any time during employment, and pre-employment criminal background check.

Full time position benefits include county provided health, basic vision, and life insurance; holiday, sick, vacation and longevity pay, plus retirement participation in the NC Local Government Retirement System. Starting salary is \$32,023.

Position is open until filled. Applications are available through the Alleghany County Human Resources/Finance Office located in the Administration Building, 348 South Main Street, LL60 and LL70, Sparta, North Carolina 28675. Job applications and position ad is also available at www.alleghanycounty-nc.gov. Alleghany County is an EOE.