

The **Sullivan County Emergency Control Center** is seeking to fill the following position:

### **EMERGENCY SERVICES DISPATCHER**

This position involves responsibility for the skilled use of a telephone, radio, computer, teletype or other equipment in the transmission of communications and dispatching of law enforcement officers, firefighters, medical personnel and other emergency equipment at a county operated emergency services dispatching center or Sheriff's office. An employee in this class must have a good knowledge of police, fire and ambulance district boundaries and possess the ability to make rapid and sound decisions with a high degree of accuracy and alertness. Work is performed under general supervision in accordance with established procedures, with latitude to use independent judgment in reacting to emergency or life threatening situations. Supervision of others is not ordinarily a responsibility of this position.

#### **MINIMUM QUALIFICATIONS:**

Possession of a high school, or equivalent diploma, **and either:**

- (A) One (1) year of full time or equivalent experience as an active member of an emergency services organization, including dispatching/radio communications; or
- (B) Three (3) years of volunteer experience as an active member of an emergency services organization, including dispatching/radio communications.

**NOTE:** Qualifying positions in an emergency services organization include positions such as firefighter in an organized fire department, law enforcement officer, emergency medical personnel for an ambulance service or similar positions.

#### **SPECIAL REQUIREMENTS:**

- (1) Candidate must have a reputation for honesty and trustworthiness. Prior to appointment, candidates will be subject to a post-offer, pre-employment background investigation including, but not limited to, a criminal record search to determine suitability for appointment. Conviction of a felony will bar an applicant from examination and/or appointment. Misdemeanor convictions may be disqualifying depending on type, number, severity and recency.
- (2) Appointees, within twelve (12) months, will be required to successfully complete a course in Public Safety Dispatch as sponsored by the New York State Department of State, Office of Fire Prevention and Control, or comparable course, and Emergency Dispatch certification administered by APCO International.
- (3) Appointees, within (12) months, will be required to complete ICS training 100, 200, 700, 800.

**SALARY:   Entry:** \$39,512.00; **Full:** \$41,592.00  
**County Employee after 2 Years: Entry:** \$43,902.00; **Full:** \$46,213.000

**APPLY ONLINE AT: <https://sullivan-portal.mycivilservice.com/jobopps>**

This is a competitive class position subject to Civil Service examination.

Applications will be accepted until the position is filled.

**EEO/AA Employer**

**M/F/D/V**