LAKE COUNTY
COMMUNICATIONS
E-911
106 4th Avenue East
Polson, MT 59860-2173
(406) 883-7301

POSITION ANNOUNCEMENT

The Lake County Dispatch is accepting applications for the position of **Full-Time Dispatcher.**

QUALIFICATIONS: Must possess a high school diploma or GED; the ability to sit for long periods and perform well in a stressful and fast paced environment; must be able to gather information from several sources at once and accurately disseminate that information to responders in a timely manner; must possess excellent interpersonal skills and be a team player. Must pass a criminal background check (no jail able offenses). At least 1 year of experience working in the public sector is preferred.

DUTIES: Receive incoming telephone or alarm system calls regarding emergency and non-emergency police and fire service, emergency ambulance service, information and after hours calls for departments within a city. Determine response requirements and relative priorities of situations; dispatch units in accordance with established procedures; record details of calls, dispatches, and messages.

HOURS/DAYS: Will work varying shifts up to 12 hours. May include nights, weekends and holidays. This is a full-time position.

WAGE: $14.59/hourly.

BENEFITS: Benefits are available.

DISPATCH applications are available online at www.lakemt.gov or Lake County Job Service or the Lake County Human Resources Office. Applications must be turned into **Lake County Job Service** or to **Lake County Human Resources** no later than 5:00 pm on Friday July 22, 2016.

Only on-time, completed Lake County *DISPATCH* application packets that are turned into the Lake County Job Service or Lake County Human Resources Office will be considered.

Applicants must take the following tests as part of the application: Call Center: 911 Operators, Call Center Data Entry (audio), and Call Center Listening Skills (audio).