

PART-TIME DISPATCHER

The Town of Gloucester is seeking a **PART-TIME DISPATCHER** to work up to 20 hours per week on a rotating schedule. The position earns \$18.51 per hour. The part-time dispatcher serves as the primary link between the public and the public safety response system and various public service agencies. The police and fire departments require 24-hour dispatcher coverage including nights, weekends, holidays and inclement weather.



Applicants must be prepared to work a variety of shifts and occasional call-ins with short notice. General duties will include: answering emergency and routine phone calls, dispatching police and fire emergency services, greeting the public, and performing typing, filing, clerical, and data entry duties. Ability to successfully function and multi-task in high stress situations, as well as familiarity with computers, are highly desirable attributes of candidates for this position.

Preference will be given to prospective applicants who have prior fire service and law enforcement dispatch experience.

In order to qualify for this position, applicants must meet the following requirements:

1. Submit to Nationwide criminal history check including fingerprinting.
2. Be of good character as determined by a comprehensive background investigation.
3. Be a high school graduate or have passed the General Education Development (GED) test.
4. Physical activity requires some light lifting, walking, bending, stooping, and sitting.
5. Successfully pass on-the-job training program and dispatcher certification training within 6 months of appointment.

To apply, go to **www.glocesterri.org**, and click on **“job postings”** under the heading **“Notices”**.

Applications are also available from the Finance Office at Town Hall, 1145 Putnam Pike, Chepachet.

APPLY BEFORE NOVEMBER 19, 2021. EOE