

March 2, 2018

CITY OF SATELLITE BEACH, FLORIDA

565 Cassia Boulevard
Satellite Beach, FL 32937
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INCORPORATED 1957

Job Notice

Applications are currently being accepted for the position of:

Full-Time Public Safety Telecommunicator

Location:

Satellite Beach Police Department
510 Cinnamon Drive
Satellite Beach, FL 32937

This position is responsible for providing vital communications links between the police department, the general public and patrol officers in the field. This work involves the handling of emergency and non-emergency calls for service, dispatching police officers and fire/rescue personnel, receiving citizen complaints, and operating complex computer systems. The communication officer's actions and decisions bear great responsibility with regard to officer and citizen safety. This person in this position will be expected to perform under high stress situations. They will also be required to deal with citizens in person and interact with other police agencies on a regular basis. The Communications Officer may be assigned to various types of duty and shift hours in accordance with department needs. This employee is required to hold several mandatory state and federal certifications.

Qualification Requirements include: Must be at least 18 years of age; must be a United States citizen; must be a high school graduate or possess a state equivalency diploma. Training may be provided by the agency; must possess a valid Florida Driver's License; must not have been convicted of a felony; must not have been convicted of a misdemeanor involving moral character or as deemed inappropriate by F.D.L.E. standards or the Chief of Police; must not have been released or discharged under dishonorable conditions from any of the Armed Forces of the United States; must pass background check and drug screen; ability to multitask and use various computer systems; proficient typing ability; may be required to successfully pass a written examination and/or oral review board; must be available to work nights/weekends/holidays as required; must possess a Department of Health 911 Telecommunicator's Certificate or successfully pass the required DOH - 911 telecommunications academy to obtain the required certifications within a specified time frame.

A full job description, duties and responsibilities are available upon request.

Closing Date: March 23, 2018

To be considered, please complete a **Satellite Beach Police Department Employment Application**

Applications are located online at: www.satellitebeachfl.org.

Email to - mjohnson@satellitebeach.org or in person at the location listed above

The City of Satellite Beach is a Drug-Free Workplace

Drug Tests are required as a condition of employment.

In compliance with Chapter 295, Florida Statute, The City of Satellite Beach is committed to providing preference to U.S. veterans and spouses of veterans in hiring, promotion, and retention for all qualified positions as prescribed by the chapter.

The City of Satellite Beach is an equal opportunity employer. We consider applicants without regard to race, color, religion, creed, gender, national origin, age, disability, genetic information, marital or veteran status, or any other category protected by federal, state or local law.