



TOWN OF ROWLEY
TOWN CLERK

2019 DEC 18 PM 2:17

Town of Rowley

Massachusetts 01969

PERSONNEL BOARD
PERSONNEL OFFICER
139 Main Street • PO Box 275
Rowley, MA 01969

Phone (978) 948-2705
Fax (978) 948-8202
debbie@townofrowley.org

JOB VACANCY NOTICE

Re-Posted

Certified Reserve 911 Telecommunicator Police Department Town of Rowley

The Town of Rowley is seeking Reserve Dispatchers to work in the Rowley Police Department.

Summary:

A reserve 911 Telecommunicator is a non-scheduled employee who works on an "on call" basis to fill in for benefit days or when extra staffing is required. A reserve 911 Telecommunicator must provide emergency response to all requests received through the E911 system, radio system or other telephonic equipment by dispatching law enforcement personnel and equipment to the location of need. He or she must also handle non-emergency business for police and fire and many other Town agencies. This position requires frequent interaction with computers and applicants must be available for all shifts. The starting rate for this position is \$19.32 per hour. Reserve 911 Telecommunicators are not eligible for benefits and are expected to commit to a minimum of two shifts per month, plus an initial training program. This position is under the direction of the Chief of Police.

Requirements:

A minimum of a high school diploma or G.E.D. is required. Must currently hold Massachusetts Certified 911 Telecommunicator, Emergency Medical Dispatch, MCJTC certificate of training as a First Responder, CPR, LEAPS and CJIS certification, and Suicide Prevention.

Applications:

All applicants must apply in writing to the Chief of Police. Applications must be sent to: Chief Scott Dumas, Rowley Police Department, PO Box 365, Rowley, MA 01969. Interviews with applicants will be conducted accordingly. The Town of Rowley is an Equal Opportunity Employer. Position open until filled.

AA/EOE
DME 12/18/19