

Union County Sheriff's Office

Full-time Communications Division Commander



UNION COUNTY SHERIFF'S OFFICE
221 WEST 5TH STREET
MARYSVILLE, OHIO 43040
(937)645-4125

<http://www.co.union.oh.us/Career-Opportunities/>

Dated: **October 12, 2018**

Posting Expiration: **November 12, 2018**

The Union County Sheriff's Office is seeking candidates for the position of Communications Division Commander. This position is being posted both as a sworn position at the rank of Lieutenant and as a civilian position at the rank of Director; and will be designated as a fiduciary and unclassified position. The individual selected for this position will be an at-will employee who is appointed by and serves at the pleasure of the Sheriff. In addition to being designated as an at-will employee, this position is not eligible for inclusion in a labor union and is exempt from overtime.

We are seeking responsible and reliable candidates interested in a long-term career opportunity in, a fast-paced emergency services environment at the Union County Sheriff's Office.

Lieutenant Annual Salary (Sworn): \$73,944.00

Director Annual Salary (Civilian): \$57,054.40 – 62,795.20

Benefit Information: We offer an attractive and competitive fringe benefits package including:

- Health Insurance: CEBCO Health/Dental/Vision Insurance, Prescription Plan
- Paid Holidays
- Vacation
- Personal Days
- Sick Leave
- Ohio Public Employee Retirement System (OPERS)

What is the hiring process?

1. Completion of an application packet. Please contact Human Resource Manager Alicia Bosch at abosch@co.union.oh.us for your application packet. Please provide your name and address, so the application packet can be mailed in a timely manner.
2. Panel interview.
3. Polygraph exam.
4. Extensive background investigation.
5. Pre-employment Physical/Drug Screen.

Position Responsibilities and Requirements

The Communications Division Commander is responsible for managing the 9-1-1 Communications Center, which takes 9-1-1 emergency calls for the county and dispatches for seven (7) fire and emergency service departments, as well as three (3) law enforcement agencies. Top candidates must successfully complete an oral panel interview, polygraph examination, an extensive background investigation, pre-employment physical and drug screening.

Qualifications

Prerequisites:

1. Lieutenant candidates must possess Ohio Peace Officer Training (OPOTA) Certification.
2. Civilian candidates must be willing to attend and successfully complete Ohio Peace Officer Training Academy (OPOTA).
3. A minimum of five (5) years of experience in emergency services field (public-safety communications, law enforcement, EMS or fire) and any combination of training, education and/or experience which evidences a thorough knowledge of law enforcement or public administration, fire and EMS, management and supervision and advanced knowledge of public relations.
4. An associate degree or certification in job related field or equivalent work experience.
5. Impeccable integrity, loyalty, dedication, attendance, ethics and professionalism.
6. Strong communication skills in both oral and written form.
7. Ability to work as a team player, support the UCSO administration, show attention to detail, be well organized and self-motivated.
8. Strong leadership qualities.
9. Proven successful management experience.

Preferred qualifications:

1. Advanced management or supervisory training.
2. Strong-preference given to those applicants with technical knowledge in the areas of 9-1-1 infrastructure, telephones, computers, networking and radios.
3. Ability to perform basic maintenance work and troubleshooting on equipment.
4. Individuals who are team players, self-starters, possess the ability to work independently, detail oriented, highly motivated and well-organized.
5. Ability to relate well with agency personnel and the public.
6. Knowledge of computer programs, including CAD and office programs, a plus.

Normal hours of work: Monday thru Friday from 0800 – 1700 (Additional hours as required)

The Union County Sheriff's Office is an Equal Opportunity Employer