

Union County Sheriff's Office

Full-time Communications Officer Supervisor



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

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

Updated: **December 20, 2016**
Posting Expiration: **Until filled**

The Communications Division has an open 40-hour communications officer supervisor position. This is a classified civilian position which is subject to the current FOP/OLC labor contract for Communications Officers.

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

Salary Information: Per FOP/OLC Labor Contract – Currently in Contract Negotiations

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
- Compensation Time
- Sick Leave
- Shift Differential Pay
- Ohio Public Employee Retirement System (OPERS)

What is the hiring process?

1. Written Exam (National Testing Network)
2. Completion of an application packet. Contact abosch@co.union.oh.us for your application packet, please provide name and address so the application packet can be mailed in a timely manner.
3. Panel interview.
4. Polygraph exam.
5. Extensive background investigation.
6. Physical/Drug Screen.

Position Responsibilities and Requirements

Communications Officer Supervisors dispatch 9-1-1 emergency calls for the county and dispatches for seven (7) fire and emergency services departments and three (3) law enforcement agencies. Work hours vary; must have flexibility to work a variety of shifts in a 24 hour/365-day operation, supporting the following shifts: 7am-3pm, 3pm-11pm and 11pm to 7am. Top candidates must successfully complete testing through the National Testing Network, oral panel interviews, polygraph examination, an extensive background investigation, medical examination and drug screening.

Qualifications

Applicant must have five (5) years of dispatching experience. Impeccable integrity, ethics and professionalism, excellent written and verbal communication, ability to effectively multi-task; advanced critical thinking, computer and technical skills, high school diploma or equivalent and ability to pass thorough background investigation. Current Pay Rate (subject to change – new labor contract): \$18.27 - \$22.80/hour based on experience, plus Supervisor's Pay, (exact work schedule/hours to be determined).

Each candidate shall complete an application packet from the Union County Sheriff's Office, please contact Ms. Alicia Bosch, Human Resources Director for an application packet at abosch@co.union.oh.us; send your name and address to this email. The Union County Sheriff's Office is an equal opportunity employer.

The Union County Sheriff's Office is requiring each candidate to complete a Personal History Questionnaire (PHQ). You can access the questionnaire through your candidate account. National Testing Network suggests completing the PHQ as soon as possible so there is not a delay in your process.

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