

Job Title: Telecommunications Officer – Part Time

Job Location: City of Meadows Place Police Department, TX

Job Type: Part Time

Compensation: \$22.50 hourly

Position will be 25 to 30 hours per week, with Shift Variation. Majority of time will be Evening and Night Shifts. This is a part time position; no benefits are provided with employment.

Job Category: Police

Job Description:

Perform dispatch and communication duties on behalf of the Police Department. Position provides for the delivery of emergency and non-emergency services to the public. Duties include dispatching and assigning calls for service, documentation and management of communication records. Applicants who possess experience and can work between 5 and 30 hours per week are encouraged to apply.

Job Requirements:

- Minimum High School Diploma or GED.
- Applicant must possess current TLETS, TCIC, NCIC certifications.
- Applicant must possess current Telecommunications Operators Certification through TCOLE.
- Applicant must be able to pass thorough background investigation.
- One-year experience is preferred but not required.

Applications can be obtained by contacting the Meadows Place Police Department, Lt. Richard Simmons, 281.983-2900 or by email cid@cityofmeadowsplace.org. Application can also be downloaded from the city website - cityofmeadowsplace.org.