

TELECOMMUNICATIONS OFFICER POSITION

Part-Time

Meadows Place Police Department

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:

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

Application Process:

Send a resume by email to denton@cityofmeadowsplace.org.

- The resume must show that the applicant has the Certifications listed in 2. and 3. above.

A review will be completed, and the applicant will be notified if they will proceed further through the process.