

APPRENTICE TELECOMMUNICATOR
\$15.88/hr.

Job Duties:

Answer 911 emergency/non-emergency calls; enter info into a CAD system; make referrals to other City departments and outside agencies; communicate information to Police, Fire, and emergency medical service responding to calls.

Requirements:

- High School Diploma or GED
- DD214 for former Military
- Two years typing/data entry or customer service experience.
- Ability to exert forces equivalent to lifting and pushing/pulling up to 50 lbs.
- Ability to work shift work, which includes days, evenings, midnights, weekends, & holidays
- Ability to work mandatory overtime on short notice

Applicant must successfully complete the following:

- **Typing Test (50wpm)**
- **Required Pre-employment Screening**
- **Criminal Background Check**
- **Polygraph Exam**
- **Psychological Evaluation**
- **Health/Physical Exam**
- **Drug and Alcohol Tests**

Applicant must provide Drivers License number and Social Security number on application.

To apply for this position, please log onto www.arlingtontx.gov and click on the “Career Opportunities” link. EOE Reasonable accommodations available upon request.

Each applicant is required to complete the following two (2) items:

1. Read, complete, and submit the [Personal Informational Booklet \(PIB\)](#)
2. Submit a job application electronically using the [City of Arlington e-Recruiting system](#)