

SPOTSYLVANIA COUNTY
JOB VACANCIES

www.spotsylvania.va.us

(391) COMMUNICATIONS OFFICER: FULL-TIME

Receives and prioritizes E-911 calls from the public for Sheriff, fire, rescue, and other emergency services. Employee dispatches emergency personnel and public safety officials to emergency situations throughout the County. This position is essential. Personnel occupying this position may be scheduled to work irrespective of weather conditions and/or when general County offices are closed. HS/GED supplemented by computer keyboard training and 1 year of radio communication and public safety dispatching experience required. Must possess a valid CPR certification. Minimum typing speed of 35 wpm. Experienced applicants (DCJS certified) preferred. Successfully complete a preliminary background check, work performance test (including typing), oral interview, polygraph examination, background investigation and drug screen (approx. 84/hrs. bi-weekly, 7:00 a.m. to 7:00 p.m. or 7:00 p.m. to 7:00 a.m., rotating shifts, nights and weekends). Submitted applications will be considered for current vacancies and assist to create an eligibility list. **Salary \$34,021 (Entry Level Salary). Deadline Continuous**

ADDITIONAL APPLICANT INFORMATION

Department of Human Resources: 9104 Courthouse Rd.; P.O. Box 605; Spotsylvania VA 22553
Telephone: (540) 507-7290; FAX: (540) 507-7296; TTY: (540) 582-7178;
Web Site: www.spotsylvania.va.us

JOB VACANCIES ARE ROUTINELY ADVERTISED VIA THE FOLLOWING:
Virginia Employment Commission (VEC), Comcast Channel 23, Cox Channel 24,
Verizon Channel 35 and The Free Lance Star (Sunday's)

Spotsylvania does not discriminate on the basis of race, color, national origin, religion, gender,
age or disability in employment or provision of services.