

Monett - Lawrence County 911 (MO) is seeking qualified applicants for the position(s) of 9-1-1 Telecommunicator. Our organization call takes and dispatches for 20 public safety agencies that include law enforcement, fire districts and ambulance services. The Telecommunicator receives emergency and non-emergency telephone calls, interviews the callers, verifies location information on 9-1-1 calls by utilizing mapping and call taking software, dispatches the appropriate response, monitors the progress of en-route units, provides support for the responding units, processes calls through a Computer Aided Dispatch system, and retrieves information utilizing the national and state crime computers.

Qualifications: High School Diploma or G.E.D. No experience required. Must have knowledge of and ability to use a computer keyboard. Ability to speak with a clear, well-modulated voice. Ability to make quick and accurate decisions and clearly and effectively communicate orally during crisis situations. Ability to read maps. Ability to learn and retain signals, codes and clear text used in day to day operation of an emergency communications center. Ability to deal courteously and diplomatically with the public, co-workers, management and personnel from other agencies. 911 Telecommunicators work 12 hour shifts / 40 hour weeks. Salary range of \$27,348.87 to \$30,904.68 when fully trained. Employees and their eligible dependents are eligible to enroll for coverage effective 60 days following date of employment. All eligible City employees are automatically enrolled in the Missouri Local Government Employees Retirement System (LAGERS) following the first six months of employment. Contributions to this plan are paid in full by the City. Eleven paid holidays. To apply download our Application at www.cityofmonett.com under the Employment section. You may also contact the Monett-Lawrence County 911 Center at 417-235-4241 / Email: 911emamonettlawco@cityofmonett.com if you have questions.