

JOB POSTING

Position Title	Emergency 911 Dispatcher
Department	Vermilion Valley ETSB
Shift	Part time – shift varies
Salary (Optional)	Starting hourly rate - \$15.00
Brief Job Description	Responsible for handling a high volume of emergency calls and stressful situations with tact, good judgment, initiative and speed in a 24/7 setting. Must be able to obtain and retain necessary written and orally presented caller information while simultaneously typing information into a computer terminal. Must be able to understand and speak English clearly and understandably while dispatching to Police, Fire and Ambulance Services.
Education Requirements	High School Diploma or equivalent; Must be at least 18 years of age.
Additional Comments	Submission of a completed General Employment application to Vermilion Valley is required. Applicants will also be required to take appropriate testing for this position and successfully pass a background check, pre-employment physical and drug test. Applicant must have good moral character and no felony convictions.
Instructions for Applying	Applications may be picked up at: Livingston County Human Resources 112 W. Madison Street, Room 202 Pontiac, IL 61764 Or Download the General Application at www.livingstoncountyil.gov (click on “about Livingston” and then click on “Employment”). Return completed Application to Vermilion Valley at: 844 W Lincoln St. Pontiac, IL 61764
Application Deadline	Until Filled