

BINGHAM COUNTY
DEPARTMENT of HUMAN RESOURCES

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BINGHAM COUNTY, IDAHO

Position: 911 Emergency Services Dispatcher
Salary: \$15.59/hour - Full-time/Eligible for County Benefits
Closing Date: Open Until Filled

Purpose Of Class/Primary Function

The principal function of an employee in this class is to answer emergency and non-emergency calls for police, fire, medical and other emergency services using a multi-line telephone and 911 systems. Employees in this class are responsible for fast, efficient, and accurate receiving, dispatching, and processing of calls and messages from and to fire, police, and emergency medical services vehicles and personnel on an assigned shift. The work is performed under supervision of the Dispatch Supervisor with direction from the Lead Dispatcher. Some latitude is granted for the exercise of independent judgment and initiative. The principal duties of this class are performed in a general office environment, frequently under stressful conditions.

The 911 Emergency Services Dispatcher position requires, with or without reasonable accommodation, lifting or moving up to 25 pounds occasionally. The employee is regularly required to sit; stand; walk; bend; stoop, and stretch. The employee is frequently required to use hands to operate a computer keyboard, radio and communications equipment, and standard office equipment; to handle or feel; and to reach with hands and arms.

Minimum Requirements

Must have a high school diploma, GED certificate, or school transcripts (copy attached to application)
Must be at least 18 years of age
Must have a valid Idaho Driver's License (copy attached to application)
Must be able to type 55 WPM
Must have no Felony convictions
Must have no Misdemeanor convictions within the last 5 years
Must be able to pass a background check (criminal-character-credit), polygraph test, and a pre-employment drug screening

Disqualifying Drug Usage

Sale, delivery and/or cultivation of any controlled substances including but not limited to marijuana, methamphetamines, amphetamines, cocaine, heroin, prescription drugs without a legal prescription and/or license and hallucinogenic drugs; such as LSD, mushrooms, and acid
Use of marijuana within the past year
Use of synthetic substances such as "spice" within the past year
Any use of illegal hard drugs to include: meth, heroin, cocaine, LSD, PCP
If use of marijuana and/or synthetic drugs, such as spice, is between one and three years, please contact Chief Deputy Jeff Gardner for additional information.
If use or abuse of prescriptions drugs, even those not prescribed to you, is between one and three years, please contact Chief Deputy Jeff Gardner for additional information.

Bingham County is an Equal Opportunity Employer