

**The Grant County Sheriff's Department
is accepting applications for a full time Dispatcher.**

The ideal candidate must be primarily an excellent communicator and able to remain calm and composed, especially in emergency situations. You must be able to multi-task as well as take the appropriate action with little supervision, at times in high stress situations.

Duties include, but are not limited to:

- Answering incoming emergency telephone communication lines and acquiring pertinent information for dispatching emergency response groups.
- Answering administrative telephone calls and respond to requests for information or assistance.
- Dispatching appropriate Police and Fire response agencies to emergency incidents.
- Manage radio communications
- Maintain current status of all Police units, emergency response agencies and command personnel.
- Ensure the accurate and timely transmission of information.

Starting Salary is \$31,075. Benefits include insurance, vacation, longevity pay and PERF Retirement plan. Salary will increase to \$32,075 after one year of probationary employment. Applicants will be required to submit to drug screening and polygraph examination if successful in the interview process.

Applications can be picked up at the Grant County Sheriff's Department, 214 E 4th St. Marion, Indiana. An application can be obtained by email, send a request to ralbertson@grantcounty.net.

Deadline for applications is March 23rd 2018 at 4:00 pm.
TNH 3/7, 3/14, 3/21