

Job Description for Monroe County E-911 dispatcher candidate:

Ideal candidate should possess the following skills & characteristics:

911 Dispatcher Law/ Fire/ EMS

- Critical Thinking Skills
- Excellent Verbal and Written Skills
- Active listening skills
- Excellent Memory Recall Skills
- Map Reading Skills
- Ability to multi-task in a fast paced stressful environment
- Solid Computer Skills-Basic Data Entry in addition to Excel & Microsoft Office
- Demonstrated success in maintaining composure and effectiveness while meeting complex demands in a fast paced environment
- Ability to type 40 WPM
- Able to follow both verbal and written direction
- Ability to work in a team environment
- Knowledge of basic Law/Fire/EMS protocol
- Ability to work overnight shift

Applicant MUST not have any prior criminal history to be eligible to qualify for mandatory state certification to operate NCIC.