

HERKIMER COUNTY JOB OPENING

Department: **Emergency Services**

Title: **Public Safety Telecommunicator**
 Permanent Opening, Full Time position

Salary: **\$37,584 (2025 Hire/Training pay rate)**

This position may be filled from a certified list of eligibles or with exception that a person may be eligible for promotion, transfer or reinstatement according to civil service rules.

DISTINGUISHING FEATURES OF THE CLASS:

Employees in this class are responsible for monitoring, dispatching and coordinating a variety of emergency and non-emergency (fire, rescue and ambulance, law enforcement) services. Employees maintain radio communications with road patrol police officers, fire fighters, ambulance service employees and other public service employees. Incumbents monitor numerous telephone systems, alarm systems and radio frequencies simultaneously and must exercise sound independent judgment in prioritizing calls and dispatching appropriate emergency services as quickly as possible. An employee in this class operates telephone communications equipment and inputs data into computer-aided dispatch systems utilizing a typewriter-style computer terminal keyboard. The job involves an unusual working environment, which includes high stress dealing with life and death situations and the need to be polite when dealing with angry and abusive people. Employees are required to work shifts covering both day and night hours. Direct supervision is received from a Senior Public Safety Telecommunicator overseeing the shift. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma.

NOTE: Due to the security nature of the job, all applicants will be subject to a background check.

Conviction of a felony WILL BAR and conviction of a misdemeanor or other offense MAY BAR examination and appointment.

Candidates for appointment to this position may be required to participate in hearing acuity testing to determine ability to perform essential functions of the position and assess possible accommodation.

CONTACT

for further information:

Albert Moxham, Jr., Director of Emergency Services
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Herkimer, NY 13350
315-867-1212

Please Post for 10 Working Days (7/3/2025 through 7/17/2025)