



## General Job Posting

**Position:** Telecommunications Officer

**Location:** Lamar County Sheriff's Office

**Supervisor:** Sheriff Scott Cass

**Description:** Receive and dispatch emergency and non-emergency communications between and within law enforcement agencies.

**Requirements:** Must be at least 18 years old, must have a clear and valid driver's license, (TCOLE requirements) must be fingerprinted and subjected to a search of local, state and U.S. national records and fingerprint files to disclose any criminal record; has never been on court-ordered community supervision or probation for any criminal offense above the grade of Class B misdemeanor or a Class B misdemeanor within the last ten years from the date of the court order; has never been convicted of an offense above the grade of a Class B misdemeanor or a Class B misdemeanor within the last ten years; has never been convicted or placed on community supervision in any court of an offense involving family violence; must be examined by a physician, selected by the appointing or employing agency, show no trace of drug dependency or illegal drug use after a blood test or other medical test; examined by a psychologist, selected by the appointing or employing agency, and found to be in satisfactory psychological and emotional health.

**Education:** Must have a high school diploma or GED.

**Knowledge / Abilities:** Must have typing skills, must have basic computer skills and be able to multi-task; must be able to operate a landline telephone system, must be responsible and dependable, must be able to work rotating shifts that may include night, weekends, and holidays. Must have the ability to follow instructions, complete required forms and documents accurately.

**Starting Salary:** Telecommunications Officer I - \$31,401.00 yearly plus \$5.00 per check longevity after a 60 day benefit waiting period.

Telecommunication Officer II - \$34,615.00 (prior experience required) yearly plus \$5.00 per check longevity after a 60 day benefit waiting period.

