



City of Mentor

8500 Civic Center Blvd. • Mentor, OH 44060-2499 • (440) 255-1100

JOB OPPORTUNITY

DATE POSTED: ONGOING

CITY OF MENTOR
9-1-1 EMERGENCY DISPATCHER
Full-Time

The City of Mentor is seeking a full-time *Emergency Communications Dispatcher* who will be responsible for processing 9-1-1 emergency calls from the public and dispatching emergency units. Work entails exercising judgment in coordinating responses to situations which may affect the lives and safety of the public, and police and fire personnel. Work relies heavily on the use of complex computer and technical equipment. Customer service and multi-tasking skills are a must. High school graduate (GED) is mandatory. **No prior experience is necessary, extensive training will be provided for the right candidate.** Must be able to work rotating shifts, weekends and holidays. Must pass CritiCall 911 Pre-Employment test and background investigation.

Annual salary is \$53,394.64 and includes a comprehensive benefit package. *Applications will be reviewed upon receipt until this position is filled.* The hiring process may be lengthy; **no phone calls please.**

For additional position details and to apply online visit www.workformentor.com. Applications are also available in the Human Resource Office at the Municipal Center, 8500 Civic Center Blvd., Mentor, OH 44060. Position will remain open until filled.

The City of Mentor is an Equal Opportunity Employer and will not discriminate in its employment practices due to an applicant's race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.
EOE/ADA