

CLIFTON POLICE DEPARTMENT CIVILIAN DISPATCHER
POSITIONS CURRENTLY AVAILABLE

PRIOR CERTIFICATIONS REQUIRED FOR THIS POSITION- SEE BELOW

General Definition and Conditions of Work

Perform a variety of duties to process requests for emergency and non-emergency assistance and dispatch appropriate service unit(s) in timely fashion.

Knowledge, Skills and Abilities

General knowledge of the methods of operating two-way communications systems; general knowledge of the geography of the City and location of important buildings; ability to type at a reasonable rate of speed; ability to speak distinctly; ability to deal with the public under stressful conditions and remain calm; ability to operate standard office, data entry and computer equipment and communication consoles; ability to establish and maintain effective working relationships with associates and the general public.

Education and Experience

High School Diploma or equivalent

Special Requirements

- Current Basic 9-1-1 Telecommunicator Certification
- Current CPR Certification.
- Current EMD Certification.

Starting Salary

Trainee - \$31,837.38
PST - \$36,026 - \$55,977.12

How to Apply

Application located at:

<https://cliftonnj.org/DocumentCenter/View/21174/Employment-Application-PDF>

Send completed application to:
dbrodie@cliftonpolice.org

Lt. Darren Brodie

City of Clifton Police Dept.
900 Clifton Ave.
Clifton, NJ 07013