

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://www.cliftonnj.org/DocumentCenter/View/1017/Employment-Application-PDF>

Send completed application to:

[afiorilla@cliftonpolice.org](mailto:afiorilla@cliftonpolice.org)

**Lt. Alan Fiorilla**

City of Clifton Police Dept.

900 Clifton Ave.

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