State of Nevada Announces Recruitment For...

PUBLIC SAFETY DISPATCHER 4 - 11.120

APPROXIMATE ANNUAL SALARY - $45,810.72 to $67,713.84 PAY GRADE: 33
*A Permanent, full time vacancy
*Department: Wildlife
*Division: Law Enforcement
*Location: Reno, Sparks
*Open to all qualified persons.
*Applications accepted for another 2 Days 7 Hrs 36 Mins

ANNOUNCEMENT NUMBER 36333
*Posted 01/30/19
*Direct inquiries to: KENNETH SCHULZ (775) 684-0147 or email krschulz@admin.nv.gov

The Position

Public Safety Dispatchers perform technical communications work in the operation of a district, central, or statewide communications center including but not limited to: providing assistance to law enforcement units in both routine and emergency situations; dispatching enforcement units and other emergency mobile units from a computerized dispatch center; researching various criminal justice records systems and transmitting the required information; placing telephone calls for officials and registered vehicle owners at accident scenes; providing assistance to other law enforcement agencies as requested; maintaining a variety of logs and records; and preparing statistical summaries on center activities.

Incumbents function as first-line supervisors who train, supervise and evaluate the performance of assigned staff; assign and review work; and initiate disciplinary action.

This position supervises law enforcement dispatch services for the Game Warden officers from a central statewide dispatch center. The dispatch supervisor is required to be a working dispatcher and will work 10 hours a day shifts. Dispatchers are also required to use special dispatching procedures to ensure the safety and success of undercover/covert operations and task force coordinated operations. In addition to Game Wardens, dispatchers will provide services to officers from several contracted agencies, as well as, monitor wildlife survey flights conducted by agency biologists. The supervisor ensures Nevada Department of Wildlife's law enforcement dispatch center maintains compliance with all the Federal and State mandated requirements and training. *** THIS RECRUITMENT MAY CLOSE AT ANY TIME BASED ON THE AMOUNT OF APPLICATIONS RECEIVED. QUALIFIED APPLICANTS ARE ENCOURAGED TO APPLY AS SOON AS POSSIBLE. ***

To see full Class Specifications visit: http://hr.nv.gov/Resources/ClassSpecs/Class_Specifications-11_0/

To Qualify

Education and Experience
1) Five years of experience in law enforcement communications including control of ten or more units and the use of State and national criminal justice information systems; OR two years of experience as a Public Safety Dispatcher III in Nevada State service.

Special Notes
1) Applicants must meet the minimum typing speed established by the agency at the time of recruitment.

2) Incumbents must pass the NCIC certification examination within six months of appointment and every two years thereafter as a condition of continuing employment.

Special Requirements
1) Positions require work on evenings, weekends, and/or holidays.
2) Pursuant to NRS 284.4066, this position has been identified as affecting public safety. Persons offered employment in this position must submit to a pre-employment screening for controlled substances.

Additional Position Experience
1) A typing certificate issued within the last twelve (12) months must accompany your application to verify your net typing speed of at least 36 wpm in a five minute test. This typing certificate may be attained through any Nevada Job Connect office at no charge or through a staffing agency for a nominal fee. Online typing tests will be accepted, documentation of the completed test must be attached.