

County of Aroostook

COMMISSIONERS' OFFICE

HUMAN RESOURCES DIRECTOR

Christina Theriault



COUNTY COMMISSIONERS

**PAUL J. ADAMS
HOULTON**

**NORMAN L. FOURNIER
WALLAGRASS**

**PAUL J. UNDERWOOD
PRESQUE ISLE**

EMERGENCY COMMUNICATIONS DISPATCHER FULL-TIME

The Aroostook County Sheriff's Office is currently accepting applications for the position of Emergency Communications Dispatcher.

Dispatchers handle requests for all Law Enforcement, Fire and Emergency Medical Services received via 9-1-1, telephone and radio. The dispatcher documents calls using computer software systems and established protocols. Dispatchers frequently interact with people who are agitated and under stress and must have the ability to remain calm and communicate clearly both verbally and in writing. Must be able to multi-task and follow directions.

Applicant must be willing to work nights and weekends.

Minimum requirement to be considered for employment are:

- High School diploma or equivalent
- Excellent communications skills
- Must be able to successfully pass a background check
- Transportation to and from work – valid driver's license
- Certification and previous experience preferred
 - If not already certified, new employee must be able to successfully complete all certification requirements within the first year, including CTO course offered by MCJA.

To apply send application with cover letter and resume to:

Aroostook County Sheriff's Office
Attn: Commander Joey Seeley
25 School St., Suite 216
Houlton, ME 04730

Applications can be picked up in person at the Sheriff's office or requested by email at joey.seeley@aroostook.me.us. Applications will be accepted until suitable candidates are found.

The County reserves the right to reject any and all applications and select the most qualified applicant.

Aroostook County is an Equal Opportunity Employer.