

**PACIFIC COUNTY COMMUNICATIONS**  
**ENTRY LEVEL/LATERAL**  
**TELECOMMUNICATOR (DISPATCH)**  
PACCOM 911

Pacific County Communications Center now accepting applications for Entry Level/Lateral Telecommunicator.

Applications will be accepted by the Director until the position is filled.

The monthly salary range for Telecommunicator is \$3,926 - \$5,000, including but not limited to, health care benefits, retirement benefits, and leave accrual benefits.

**TELECOMMUNICATOR MINIMUM REQUIREMENTS**

- U.S. Citizen or legal permanent resident
- Minimum age of 18 at time of appointment
- High School diploma or G.E.D. certificate
- Valid driver's license
- Ability to read and write English as required by RCW 41.14.100
- Candidates must be able to provide proof of typing minimum 40 wpm
- Meet the Pacific County Employment Standards
- Certification showing to have completed CJTC Telecommunicator I and II (or comparable training program) **LATERAL APPLICANTS ONLY**
- Completed minimum of two years working as a Telecommunicator **LATERAL APPLICANTS ONLY**

**DUTIES OF A TELECOMMUNICATOR**

- Taking incoming calls from the public
- Evaluating and prioritizing calls for service
- Operating multi-frequency radio equipment
- Dispatching law enforcement, fire and emergency medical instructions
- Providing pre-arrival and/or emergency medical instructions
- Entering and retrieving data from law enforcement computer systems
- Monitoring and maintaining information on location of all in-service law enforcement, fire and emergency medical units
- Operating TDD/TTY devices
- Maintains security and controls access to the jail and communications center

**APPLICATION PROCESS**

- Applications may be obtained at the Pacific County Communications Center, email [pacom@co.pacific.wa.us](mailto:pacom@co.pacific.wa.us), Pacific County Employment Opportunities website at <https://www.co.pacific.wa.us/employment/index.htm> or by calling (360) 875-9340
- Complete the Pacific County application for employment

- Submit application packet with supporting documents to **Pacific County Communications Center, PO Box 5, South Bend, WA 98586**, in person to the Communications Office in the Pacific County Courthouse basement or by emailing [paccomm@co.pacific.wa.us](mailto:paccomm@co.pacific.wa.us) (please be sure to follow-up to ensure it was received). Lateral Applicants are required to submit a copy of their Certification for Telecommunicator I and II (or comparable training program)

***Pacific County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.***