

## JOB ANNOUNCEMENT

<b>Job Title:</b>	Public Safety Telecommunicator - Trainee Bridgeton Police Department	<b>Title Code:</b>	06229
<b>Issue Date:</b>	July 20, 2023	<b>Salary:</b>	\$33,000 - 57,000
<b>Closing Date:</b>	Until Positions are filled.	<b>Jurisdiction:</b>	Bridgeton, NJ

**Open to Residents of:** Cumberland, Salem, Gloucester, Cape May and Atlantic Counties

**Interested candidates must contact Sgt. Robbins or Det Veronica Cappoli at 856-451-0033 at ext: 123 & 124, for an application and more information regarding the position.**

### **DEFINITION:**

Under close supervision as a trainee and productive worker, receives and responds to telephone or other electronic requests for emergency assistance including law enforcement, fire, medical, or other emergency services and/or dispatches appropriate units to response sites; does other related duties as required.

**NOTE:** Appointees to positions at Public Safety Answering Points and at some Public Safety Dispatch Points must successfully complete training and obtain certification by the Office of Emergency Telecommunications Services (OETS) in the Department of Law and Public Safety as required by NJAC 17:24- 2.2, during the trainee period.

**NJ CIVIL SERVICE COMMISSION FULL JOB SPECIFICATION IS AVAILABLE AT;**  
<https://info.csc.state.nj.us/jobspec/06229.htm>

### **DUTIES TO INCLUDE, BUT NOT LIMITED TO:**

Knowledge of methods for operating communications systems after a period of training; Knowledge of procedures used for emergency medical treatment after a period of training; Knowledge of emergency medical, fire, police, and other emergency terminology after a period of training; Knowledge of procedures for dispatching emergency and nonemergency equipment and personnel after a period of training; Ability to obtain information from physically or emotionally distressed individuals; Ability to interact with people who are in differing situations; Ability to take accurate, complete messages; Ability to decode call locations using appropriate equipment after a period of training; Ability to read road maps; Ability to prepare reports and statistical data and to keep accurate records; Ability to comprehend and apply basic law and regulations including the laws, rules, regulations, standards, policies, and procedures of the Federal Communications Commission and of the NJ State Office of Emergency Telecommunications Services; Ability to maintain confidentiality of information received; Ability to provide clear instructions and guidance to callers in emergency situations; Ability to comprehend, interpret, and evaluate relevant information from various types of source materials; Ability to obtain and analyze facts to reach logical conclusions; Ability to read and discern visual images on a variety of media; Ability to apply existing call codes to emergency situations

Ability to read, write, speak, understand, and communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication. Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.