

## **JOB OPENING**

**POSITION:** Dispatcher 1  
**DEPARTMENT:** Sheriff's Office  
**DATE OF POSTING:** 10-4-2022

The Milam County Sheriff's Office is looking to fill an open position for Dispatcher 1. This position will be open to the public. Persons seeking this position will need to meet the minimum requirements as follows:

- Must possess basic computer skills and knowledge
- Must have good communication skills and be able to collect and relay information during stressful conditions
- Must be able to type proficiently at least 30 words per minute
- Must not have been arrested for or convicted or been indicted for any criminal offense
- Must be able to sit for long periods of time
- Must be able to pass a drug screen test
- Must be able to pass a Psychological & Emotional Health Declaration and Medical Condition Declaration exam, as mandated by TCOLE standards
- Must be available to work rotating 12 hour shifts with every other Friday-Saturday-Sunday off
- Must be able to work any assigned shifts and be on-call for emergency situations
- Must be able to work holidays as scheduled or when needed
- Must have a valid Texas Driver License and be able to pass a background check
- Must be at least 18 years of age
- Must have graduated from high school or possess a G.E.D.

Persons applying for this position may obtain an application from the Milam County Sheriff's Office, located at 512 N. Jefferson, Cameron, Texas 76520. The application must be filled out completely and turned in to the Milam County Sheriff's Office, located at 512 N. Jefferson, Suite A, Cameron, Texas 76520 as soon as possible to be considered for the position.

Current Milam County Sheriff's Office employees wishing to be considered for this position should submit a letter of intent to be considered for appointment. The letter of intent should be turned in to Sheriff Mike Clore at the Milam County Sheriff's Office as soon as possible.

Milam County is an Equal Opportunity Employer.

Revised 10-4-2022