



YOLO EMERGENCY COMMUNICATIONS AGENCY

EMPLOYMENT OPPORTUNITY:

Dispatch Assistant: \$20.29 - \$24.54 hourly

Dispatcher I/II: \$21.52 - \$32.00 hourly

Full-time, non-exempt

This position performs specialized duties processing 9-1-1 emergency and non-emergency requests for Police, Fire, and medical assistance. Dispatch Assistant positions are a separate class. Dispatcher I's are eligible for promotion to Dispatcher II after completion of a 24-month training program.

THE AGENCY

The Yolo Emergency Communications Agency located in the City of Woodland, was established in 1988 to provide public safety dispatch services for Police, Fire, Animal Control, Public Works, and other local government functions, serving the County Sheriff, 3 City Police Departments, and 18 Fire Agencies.

THE IDEAL CANDIDATE

Demonstrates a proven ability to react quickly, efficiently, calmly with a customer focus; speak and write clearly and concisely; memorize and recall names and locations; deal effectively and tactfully with public safety personnel and the general public in the communities we serve.

REQUIREMENTS

This is an entry level position requiring a minimum of 1-year customer service, the ability to type 35 WPM; and high school diploma or equivalent. Willingness and ability to work any shift in a 24-hour period, must be available to work holidays, weekends, on-call, and overtime.

AGENCY BENEFITS

- Cafeteria Plan for Medical, Dental, and Vision or \$500 cash out in-lieu of cafeteria plan
- Retirement Pension: Classic CalPERS
Miscellaneous 2% @ 55 or PEPRA 2% @ 62
- Employee Assistance Program
- Shift & Bilingual Pay
- Sick Leave Cash Bonus Program
- Premium Pay for Holidays Worked
- Vacation is accrued at 80 hours per year, up to a max of 168 hours per year with Agency service
- Floating Holidays – 16 hours per year
- Monthly 8-hour Holiday-In-lieu pay
- Sick Leave – 96 hours per year
- Deferred Compensation Savings Plan (457) available to employees
- Employer Paid Life Insurance Plan

TO APPLY

If you are interested in becoming part of our dedicated team, please visit our website at www.yolo911.org for an application and full job description. Please submit application packages to jobs@yolo911.org.

DEADLINE

This is a continuous recruitment. Complete application packages received will be reviewed and used to fill future vacancies.

An Equal Opportunity Employer