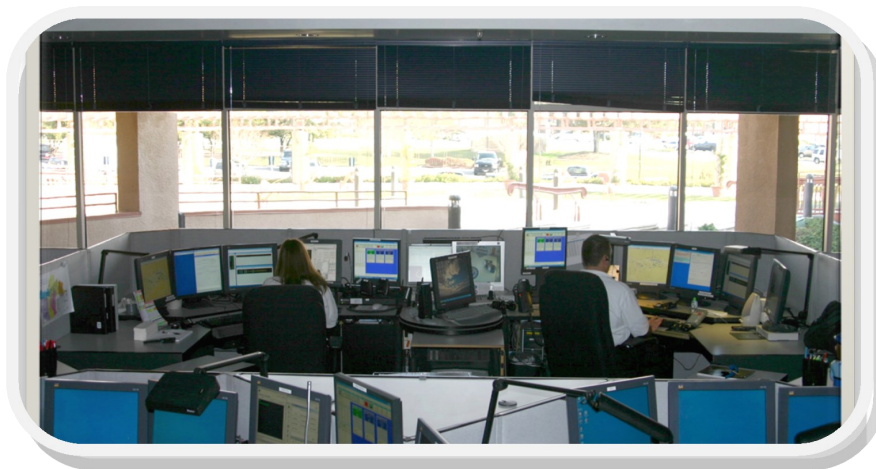




CITY OF SIMI VALLEY

Announcing an Outstanding Career Opportunity

Police Dispatcher Trainee



Salary: Police Dispatcher Trainee: \$22.50 per hour, plus excellent benefits. When promoted to Police Dispatcher, salary increases to \$25.43—\$32.45 per hour.

Medical is fully paid for most plans (including family coverage) as specified in the current union contract.

Position:

Performs a variety of dispatching duties for emergency and non-emergency calls, dispatches police officers to calls for services, and operates a variety of communication equipment including radio, telephone, and computer systems. Working shifts for this position consists of weekends, evenings, and holidays on a rotating schedule which changes every four months.

Minimum Qualifications:

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to the completion of the twelfth grade. Additional specialized training in communications or a related field is desirable.

Experience:

Some emergency or non-emergency dispatch experience is desirable.

License or Certificate:

Possession of, or ability to obtain, a Terminal Operator Certificate within one year of employment.

The Ideal Candidate will possess:

- A strong desire to help others and the ability to remain calm with those in need;
- the ability to deal effectively with different personality types and remain in control of their own emotions;
- Strong listening and effective interviewing skills;
- the ability to multi-task;
- the ability to work in a team environment, but also think, react, and make decisions on their own; and
- the ability to speak clearly on the radio.

Testing Process:

- Computerized test - Pass or Fail
- Oral Interview
- A thorough background investigation, which includes a medical, psychological, polygraph, and drug/alcohol screening.

The City of Simi Valley is an Equal Opportunity Employer

Benefits:

Defined Benefit / Pension Plan: Retirement benefits calculated based on employee's years of service, age at retirement, and final compensation (average salary over a specified period of employment);

Deferred Compensation: 457 available with immediately vested City match and/or contribution;

Basic Life Insurance for employees and their dependents: provided at no cost; option to purchase additional life insurance at our group rate is available;

Annual Leave: Vacation & sick leave combined into one account;

Paid Holidays: 11 paid holidays per year;

Annual Leave Cash Out: Employees can cash out accrued annual leave;

Tuition reimbursement: Reimbursement for tuition and textbooks;

Coverage Start: Health, Dental and Vision coverage beginning the 1st of the month following hire date;

Simi Flex Dollars: Generous City contribution which in most cases covers the full cost of family health plan premium;

Health Plan: Choice of multiple PPO and HMO options from Anthem, Blue Shield, Health Net, Unitedhealthcare and Kaiser;

Prescription Drug Plan: Major retail options and mail order program;

Dental Plan: Choice of PPO or HMO from Delta Dental;

Vision Care: Provided by VSP for exams and eye wear;

Employee Assistance Program (EAP): Confidential counseling and referral service to help employees and their household members resolve personal problems, provided by MHN;

Optional Insurance from AFLAC: Available plans include accident, cancer, hospital and critical care.

City of Simi Valley Human Resources

2929 Tapo Canyon Road

Simi Valley, CA 93063

www.simivalley.org

Questions? Contact Human Resources via e-mail at jobs@simivalley.org or call (805) 583-6743.

The provisions on this announcement do not constitute an expressed or implied contract, and any provision contained in this announcement may be modified or revoked at any time.

Application and Recruitment Process

Open on a continuous basis. Apply online at www.Calopps.org.

Resumes are not accepted in lieu of the City's Application form. Employment applications and supplemental questionnaires must be complete, contain a minimum of ten years of experience (appropriately), and list gaps of employment.

Selection Process: Candidates who possess the best combination of qualifications will be invited to the testing process; an invite is not guaranteed.

Applicants seeking Veteran's Preference must submit form DD214.

Reasonable Accommodation: In compliance with the Americans with Disabilities Act, if you need special assistance in the selection process, please notify the Human Resources Division, in writing.

