



## City of North Richland Hills

### **Dispatcher**

**Salary: \$43,068 - \$59,636**

#### **Nature of Work:**

The purpose of this position is to ensure the safety of the City's residents and employees through the proper handling of the City's emergency services calls. This is accomplished by answering and responding to emergency and non-emergency calls for police, fire, medical, water, public works and animal control services, evaluating and prioritizing needs of caller, dispatching the appropriate personnel to respond to calls, providing emergency medical information to caller while awaiting the arrival of response units and operating various types of communications equipment.

#### **Qualifications:**

Valid Texas Class C Driver's License; Type 35 words per minute corrected. High School Diploma/GED equivalent. One year in dealing with the public, providing customer service, dispatch or related experience. EMD Certification, CPR Certification, Telecommunications Certification, and TCOLE Basic Dispatch Certification within one year of employment as a condition of continued employment. This position requires a typing test with a minimum typing score of 35 words per minute.

#### **What We Are Looking For:**

NRH seeks an energetic professional with a positive attitude who desires to work in a growing, dynamic city, and who is willing to accept a challenge and work in a team-oriented environment. This talented individual must hold a high regard for quality of work and maintain an advanced level of expertise within all areas of responsibility. The candidate chosen must also possess superior decision making skills, be creative, be resourceful, pay attention to detail, be confident, be personable, exhibit excellent verbal and written communication skills and have a real desire to serve in the public sector.

#### **Benefits:**

- Medical, dental and vision insurance
- Employer paid life insurance
- Employer paid near site medical clinic
- Texas Municipal Retirement System
- Paid vacation and sick leave
- Ten paid holidays
- Retiree health plan
- Tuition reimbursement
- 457 Deferred Compensation Plan
- Phone allowance



#### **About North Richland Hills:**

Just minutes from Dallas and Fort Worth, North Richland Hills is the third largest city in Tarrant County with more than 71,000 residents, 1,200 businesses and 30 major employers. Our community has much to offer with an excellent blend of neighborhoods, parks and trails, dining, shopping, office and manufacturing space. We have a low crime rate, excellent public school system, one of the best public libraries in the state and a nationally recognized parks and recreation program.

**To learn more about this career opportunity or apply online  
visit our website at <http://www.nrhtx.com> or  
contact our Human Resources Department at : (817) 427-6100**

*North Richland Hills is an equal opportunity employer and values diversity at all levels within the organization.*