



Oglethorpe County E-911

115 Buddy Faust Rd. Crawford, GA 30630
Phone: 706-743-8101 Ext. 3 Fax: 706-743-3969

Job Posting

Oglethorpe County Board of Commissioners

Position Title: Communications Officer

Supervisor: E-911 Director

Status: Full-Time

Salary: \$16.00 - \$16.50 per hour

Hours: Night Shift, 12-hour Rotation

Purpose of Job:

The purpose of this job is to perform specialized work duties involving receiving/processing requests for emergency assistance within the telecommunications section. Duties and responsibilities include, but are not limited to; receiving, classifying and prioritizing incoming emergency calls; dispatching appropriate deputies and emergency personnel; operating telephones, communications equipment and law enforcement computers; acting as a liaison between callers and police/fire/emergency representatives; and performing additional tasks as assigned.

Job Related Requirements:

High School Diploma or GED.

Must be able to pass Georgia POST background Investigation.

May be required to work on religious holidays.

Regular and predictable attendance is required.

Must work cooperatively with others.

Excellent Comprehensive Benefits package: PTO, Health and Dental insurance and Retirement

Posted: June 12, 2024

End date: Open till filled

Application can be obtained at: <https://www.oglethorpecountyga.gov/job-opportunities>

Applicants can apply in person or email the application to ajackson@oglethorpesheriff.org