

COMMUNICATIONS DISPATCHER

The City of Grosse Pointe Woods Department of Public Safety is seeking to fill a permanent full-time **Communications Dispatcher** position.

The applicant must be willing to work a flexible schedule, including nights, weekends, and holidays.

Prior experience in a Public Safety Dispatch Department is preferred but not required. The applicant will be responsible for monitoring telephones, radios, and alarms in the Dispatch center as well as dispatching police, fire, and other emergency vehicles in response to emergency calls. The applicant we are seeking must be dedicated and reliable, attentive, detail-oriented, and courteous to the public. A detailed description of the job responsibilities can be found on our website at www.gpwmi.us

Applicants will be required to successfully pass a pre-employment physical and drug test, psychological exam, and background check.

The City of Grosse Pointe Woods offers a comprehensive benefit package and a starting salary of \$22.8780 for this Union position.

Applicants must complete and sign the General Employment Application found on our website. The applications can either be e-mailed to Director John G. Kosanke at jkosanke@gpwmi.us, dropped off in person at our Dispatch window (open 24 hours), or mailed to:

The City of Grosse Pointe Woods
Department of Public Safety
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236

The application deadline is open until the position is filled.

The City of Grosse Pointe Woods is an EOE, FMLA, and ADA compliant employer.