

Ocean County Sheriffs Department
9-1-1 Communications Division
146 Chestnut Street
Toms River, NJ 08753
732-349-2010

William L. Polhemus, Sheriff
Wayne Rupert, Undersheriff

Public Safety Telecommunicator Trainee

Definition: Under close supervision as a trainee and productive worker, receives and responds to telephone or other electronic requests for emergency assistance including law enforcement, fire, medical and other emergency services and/or dispatches appropriate units to response sites; does other related duties as required.

Examples of Work:

Learns to receive telephone or other electronic requests for emergency assistance.

Determines the nature of the call and may transfer call to appropriate dispatch point upon determining the nature of the call.

Learns to obtain, verify and record the location of the emergency, the name of the caller, the nature, severity and current status of the emergency and obtains any other appropriate information needed to secure a full assessment of the circumstances.

Learns to operate automatic number identification (ANI), automatic location information (ALI), telecommunications devices for the deaf (TTY/TDD) or other electronic devices to obtain and verify required data; may be required to access foreign language interpreter service for non-English speaking callers.

Maintains a reassuring and calming manner with callers in order to obtain required information; persuades emergency callers to stay on the line.

In response to medical emergencies provides first aid or CPR instructions to stabilize the medical condition of persons until the arrival of professional medical assistance.

Utilizes video display terminal or computer oriented or radio equipment to receive, monitor, record, summarize and/or transmit data relating to the emergency.

Starting Salary: \$30,500. **Must be an Ocean County Resident and pass a thorough Background check. Civil service and Union employee.**

Benefits: after 90 days full medical, dental, vision and prescription plan

Requirement: Public Safety Telecommunicator OITS certified (40 hrs), CPR certified, Emergency Medical Dispatcher certified (32 hrs). These courses are held at our facility periodically throughout the year. Contact this agency for the dates.

Contact: Lt. Richard Middleton Ocean County Sheriffs Dept. Communications, 146 Chestnut St, Toms River, 732-244-2418

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Public Safety Telecommunicator

Definition: Under direction receives and responds to telephone or other electronic requests for emergency assistance, including law enforcement, fire, medical or other emergency services and/or dispatches appropriate units to response sites; does related work as required.

Examples of Work:

Receives telephone or other electronic requests for emergency assistance. Determines the nature of the call and may transfer call to appropriate dispatch point upon determining the nature of the call.

Obtains, verifies and records the location of the emergency, the name of the caller, the nature, severity and current status of the emergency and obtains any other appropriate information needed to secure a full assessment of the circumstances.

Operates automatic number identification (ANI), automatic location information (ALI), telecommunications devices for the deaf (TTY/TDD) or other electronic devices to obtain and verify required data; may be required to access foreign language interpreter service for non-English speaking callers.

Maintains a reassuring and calming manner with callers in order to obtain required information; persuades emergency callers to stay on the line.

In response to medical emergencies provides first aid or CPR instructions to stabilize the medical condition of persons until the arrival of professional medical assistance.

Utilizes video display terminal or computer oriented or radio equipment to receive, monitor, record, summarize and/or transmit data relating to the emergency.

Starting Salary: \$34,000. **Must have acquired PST-I, EMD, and Current CPR card certifications. Must be an Ocean County Resident. Civil service and Union employee.**

Benefits: after 90 days full medical, dental, vision, and prescription plan

If interested in applying, contact Lt. Richard Middleton at the Ocean County Sheriffs Dept. Communications Center, 146 Chestnut St, Toms River. Phone 732-244-2418