

WE ARE NOW ACCEPTING APPLICATIONS FOR:

PUBLIC-SAFETY COMMUNICATIONS OPERATOR-DISPATCHER

*(More than one position may be filled from this competition)
(Bi-weekly hours may vary)*

If you are looking for a challenging and fulfilling career, the City of Brandon is the place for you. Public-Safety Communications Operator-Dispatchers receive emergency and non-emergency calls for Police, Fire, and Ambulance from the public; contact the appropriate responding agency; and provide Fire and Police dispatch/call answering as required. Successful applicants will be provided with classroom and on-the-job training. After successful completion of training the employment status will be that of a temporary employee. As a temporary employee, shifts may be 8 to 12 hours in length and include days, evenings, and weekends on a rotating schedule. Join our team and help contribute to serving and building our community.

Candidates successful in this competition will have demonstrated:

- Grade 12/G.E.D., or Mature High School Diploma
- Ability to keyboard a minimum of 40 wpm
- Meeting hearing and vision standards
- Satisfactory results from a criminal background investigation
- Excellent communication skills, including the ability to articulate concepts, verbally and in writing, in clear, concise, and accurate language
- Ability to speak fluent English
- Strong interpersonal skills, able to build relationships with a wide variety of individuals and organizations
- Demonstrated information gathering skills used to find and identify essential information
- Practical knowledge of exceptional customer service practices
- Ability to perform clerical and administrative work for the Centre

The **Applicant Information Handbook**, available on the City of Brandon website, contains detailed information regarding the position, qualifications, and the selection process. It is essential interested applicants read this information prior to applying.

Competition # 240026

Please apply with a cover letter and resume, in confidence, demonstrating how you meet the job requirements, on-line at: <http://jobbank.brandon.ca/>

Posted on: March 14, 2024

Applications will be accepted until **11:59 pm on April 9, 2024.**

Rate of Pay:

- Rate of Pay (During Training): \$18.67 per hour.
 - Rate of Pay (Post Training): \$28.58 per hour (Step 1) – 2023 rates.
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The City of Brandon is committed to an inclusive, barrier free environment and will accommodate the needs of applicants under the Accessibility for Manitobans Act (AMA) throughout all stages of the recruitment and selection process. We thank all applicants for their interest; only those advancing in the competition will be contacted. If contacted to participate in the process, please advise if you require an accommodation.

If you are interested in finding out more about the City of Brandon job opportunities as soon as they are posted, please follow us on Facebook or X!