

# NOTICE OF JOB VACANCY

**DEPARTMENT:** Public Safety

**TITLE OF POSITION:** Public Safety Telecommunicator Trainee

**DESCRIPTION OF POSITION:** This position receives in-coming emergency and non-emergency calls in a fast-paced emergency communications center; dispatches calls for a law enforcement, fire, EMS and other emergency and non-emergency personnel and services in an accurate, timely and professional manner; maintains accurate and complete dispatch records, and performs related work as required.

**EXPERIENCE/EDUCATION:** High school diploma or GED, NJ accepted Basic Telecommunicator Certification, CPR for Healthcare Providers Certification.

**NOTE:** Applicants must be able to obtain certifications in IAED Emergency Medical Dispatch and Emergency Police Dispatch

**LICENSE:** Applicants will be required to possess a driver's license valid in New Jersey

**SALARY RANGE:** \$44,768 - \$75,685

**ISSUE DATE:** 6/24/26

**CLOSING DATE:** Ongoing

**AUTHORIZED SIGNATURE:**



Dennis Burke, Director of Public Safety

**INTERESTED APPLICANTS MAY SUBMIT A COMPLETED APPLICATION AND RESUME TO:**

[gareth.williams@ucnjps.org](mailto:gareth.williams@ucnjps.org)

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