



## WHITLEY COUNTY GOVERNMENT

**POSITION:** Dispatcher  
**STATUS:** Full-time/Non-exempt  
**DEPARTMENT:** Sheriff  
**WORK SCHEDULE:** As assigned - must be available weekends and holidays  
**JOB CATEGORY:** Civilian POLE (Protective Occupations Law Enforcement)  
**2021 PAY LEVEL:** Civilian POLE III - \$41,058.00 - \$45,620.00  
**FRINGE BENEFITS:** Medical, dental & vision, group & voluntary life, Public Employees Retirement Fund, deferred compensation plans, competitive PTO, and various paid holidays  
**EDUCATION REQUIRED:** High School Diploma or GED  
**OTHER REQUIRED:** Possession of or ability to obtain and maintain required certification/training including First Responder/CPR, IDACS, NCIC, and Emergency Medical Dispatch (EMS) training

Incumbent serves as Dispatcher for the Sheriff's Department, responsible for receiving emergency and non-emergency calls, taking appropriate action, and dispatching information to various response units.

For a complete list of Job Duties and Requirements, please see the **Complete Job Description** that can be found **here:** [https://www.whitleygov.com/egov/documents/1608217794\\_85602.pdf](https://www.whitleygov.com/egov/documents/1608217794_85602.pdf)

All applicants are required to complete a Whitley County Employment Application that can be found **here:** [https://www.whitleygov.com/egov/documents/1616096707\\_52952.pdf](https://www.whitleygov.com/egov/documents/1616096707_52952.pdf)

**Applications/resumes will be accepted until 4:30 p.m. Friday, April 9, 2021.**

**Please send applications/resumes to:**

**Janelle Schmitt, Communications Director**

**[jschmitt@whitleysd.com](mailto:jschmitt@whitleysd.com)**

**101 W. Market Street,  
Columbia City, IN 46725**

**Fax: (260) 625-3128**

*Whitley County Government is an Equal Opportunity Employer and does not discriminate upon the basis of race, age, gender, religion, national origin, disability or any other characteristic protected by law. Whitley County will provide reasonable accommodations to qualified individuals with a disability.*