

Millard County Sheriff's Office
Notice of Dispatcher Employment Opening

Millard County Sheriff's Office is currently creating an employment roster for Dispatcher positions. This roster will be used to fill current openings and may be used for future employment openings with the Millard County Sheriff's Office. Dispatchers answer Emergency 9-1-1 phone calls, non-emergency calls, dispatch Law Enforcement, Fire and EMS services within Millard County according to Utah State Law and under Millard County Policies and Procedures.

Duties include but are not limited to the following:

- Collecting and disseminating information in a timely and accurate manner.
- Answering 911 phone calls and handling all calls for service.
- Dispatching Law Enforcement, Ambulance, Fire and other entities.
- Monitor jail activities and assist with jail security.

Minimum qualifications:

- 18 years of age or older.
- High School graduate or equivalent.
- U.S. Citizen or permanent legal resident at time of employment.
- Completed Sheriff's Office employment application.
- Possess valid Utah Driver License.
- Successfully pass pre-employment drug screening.
- Successfully pass background check.
- May be required to pass a truth verification examination.
- May be required to pass psychological screening test.

Preference may be given to applicants with current Utah Dispatcher certifications. Starting wages \$25.38 /hr – \$37.37/hr depending on verified experience. No credit is offered for experience of less than 12 months of service.

Successful applicants not currently certified as Dispatchers can have training paid for including wages and per-diem and county vehicle for travel to training. Applications are available at <https://millardcounty.gov/how-do-i/apply/employment-opportunities/> or in person at the Millard County Sheriff's Office, 765 South Hwy 99, Fillmore, Utah 84631. Salary will be determined by the Sheriff and County Commission based on current policies.

This process will be open until positions are filled. Applications previously received within the last 6 months and currently on file will be considered.

Millard County is an equal opportunity employer.