



## JOB ANNOUNCEMENT

Job Title: Fire Communications Dispatcher I  
Salary Range: \$18.18 – \$31.77  
Location: Perris  
Schedule: TBD  
Positions Available: TBD  
Who may apply: Open to all Applicants

### Job Description

The Riverside County Fire Department currently has openings for Fire Communications Dispatchers. Come join one of the largest cooperative fire agencies in California!

Fire Communications Dispatchers receive emergency 9-1-1 and non-emergency requests for service from the public and other agencies; operate and control radio dispatching equipment; dispatch appropriate County, allied agency, and other emergency units.

Emergency call-taking and dispatching is fast-paced and can be high-stress. The ideal candidate will thrive under pressure, be a brilliant multi-tasker, and possess strong typing and data entry skills.

**The Emergency Command Center is a 365 day/24 hour operation. The selected candidate will be expected to work weekends, holidays, and graveyard or swing shift hours. Unforeseen emergency incidents may necessitate the need for overtime.**

### **\*\*TESTING INFORMATION\*\***

All candidates will be required to take an online test as part of the application process for this position. The test must be taken through the Job Gateway recruiting system. Candidates who meet the position requirements will be emailed a link to take the online test. The link will also be available in their Job Gateway. It is important that the

instructions provided in the email are followed exactly. Initial candidate review will take place on January 3, 2017. Testing links will be distributed subsequent to review.

Candidates with a minimum typing score of 40 net words per minute will be emailed information regarding the CritiCall examination that will be proctored in Downtown Riverside.

**CritiCall Testing Dates:**

Monday, February 6, 2017  
Tuesday, February 7, 2017  
Wednesday, February 8, 2017  
Thursday, February 9, 2017  
Friday, February 10, 2017

Additional testing dates may be added.

Recruiting Guidelines

One year involving a substantial amount of public contact, preferably in a public safety agency.

Please review the [Fire Communications Dispatcher I](#) job description for the full recruiting guidelines.

To Apply

**ALL APPLICANTS MUST APPLY FOR THIS POSITION USING THE COUNTY'S  
NEW**

**JOB GATEWAY**

**[CLICK HERE TO ACCESS JOB GATEWAY](#)**

**If you are unable to access the link above, type this address into your browser:**

**<http://www.rc-hr.com/Careers/HowtoApply.aspx>**

Interested applicants that meet the recruiting guidelines must apply through [Job Gateway](#) by January 29, 2016, at 11:59 p.m. (PST). For additional questions regarding this position, please contact Brittney Mathis at (951) 955-5358 or email her at [bmathis@rivco.org](mailto:bmathis@rivco.org).