

UCSC Police Department Dispatcher  
University of California, Santa Cruz

Police Department

JOB #: 1606857

FULL TIME; CAREER

Starting Salary Range: \$24.55-\$28.55/hourly. Salary commensurate with qualifications and experience.

UCSC strives to embrace diversity in all its forms; it strives to be an inclusive community that fosters an open, enlightened & productive environment.

This position is located in the Police Department. The Police Department is responsible for maintaining a public safety environment which supports the University's mission of education, research and public service, twenty four hours a day, seven days a week. Under the general supervision of the Records & Communications Manager, the incumbent staffs the Public Safety Dispatch Center, operating as a primary point of contact for life or property emergencies and general police, fire and Transportation and Parking Services (TAPS) transit services.

Qualifications include:

- Knowledge of two-way radio operations.
- Experience with transit and/or para-transit dispatch.
- Excellent communication and interpersonal skills to work in a number of capacities with professionalism and sensitivity, and maintain effective, cooperative working relationships with diverse populations.
- Ability to coordinate vehicles to ensure service/responsiveness.
- Speed and accuracy in word processing.
- Experience using office computing systems including word processing, spreadsheets, database programs, and video display terminals.

Position is open until filled.

**APPLICANTS ARE REQUIRED TO USE THE UCSC ON-LINE PROCESS**

View full job description and access on-line application: <http://apptrkr.com/943405>

To ensure review of application materials by the hiring unit they must be submitted electronically via the Staff Employment Opportunities web site (<http://jobs.ucsc.edu>) on or before the initial review date. Computers are available at the UCSC Staff Human

Resources office located at 1201 Shaffer Road, Santa Cruz. For further information or to request disability accommodation call 831-459-2009. Hearing impaired are encouraged to use the California Relay Service 800-735-2922. The University of California, Santa Cruz is an Equal Opportunity Employer.