



The City of Bay Village is hiring Full-time Dispatcher 2nd Shift 3:00pm-11:00pm

STATEMENT OF DUTIES: Dispatchers are responsible for coordinating communications between patrol officers, police supervisors, the public and other emergency service agencies through the operation of the Police Department's office and communication equipment and systems.

QUALIFICATIONS: Minimum 21 years of age at time of application. High School Diploma or Equivalent. Valid Ohio driver's license. 2-5 years of prior work experience in public safety dispatching/law enforcement or a closely related field preferred.

2023 HOURLY RATES OF PAY: Probationary \$20.90; After 1 year \$22.19; After 2 years \$23.47; After 3 years \$24.75; After 4 years \$26.03; After 5 years \$27.31

BENEFITS: The City of Bay Village offers a comprehensive package of great benefits! Healthcare, prescription coverage, dental and vision coverage, and group life insurance. Time-off benefits include paid vacation, paid holidays, and paid sick leave.

To apply please complete a City of Bay Village Civil Service application:
<https://www.cityofbayvillage.com/157/Human-Resources>

Completed Civil Service applications must be signed and submitted electronically or in person to
Jennifer Demaline, Human Resources Director: jdemaline@cityofbayvillage.com

City of Bay Village
350 Dover Center Road
Bay Village, Ohio 44140

Applications will be accepted until the position is filled.

To be eligible for extra credit points, you must provide the following documentation:

Military Credit-Honorably Discharged veteran having served at least one continuous year of active military service in the Armed Forces of the United States. A copy of your DD214 must be submitted with application. (5 points)

A non-competitive Civil Service Examination will be administered by invitation only.

BY ORDER OF THE BAY VILLAGE CIVIL SERVICE COMMISSION
The City of Bay Village is an Equal Opportunity Employer

*Please note, effective August 15, 2012, the City of Bay Village will no longer hire individuals who use tobacco products into full-time positions.