



## **EAST HANOVER POLICE**

### **POLICE DISPATCHER**

The East Hanover Township Police Department is currently accepting applications for the position of full time Police Dispatcher. Police Dispatchers are emergency communications professionals who are called upon to ensure the successful transmission of information from callers in distress to responding emergency service personnel. Their work involves providing accurate and timely information to police officers, firefighters, EMT's and dispatching the appropriate personnel to incidents and emergencies through a two-way radio communication system. As well as assisting the public who enter police headquarters. Applicants must possess excellent oral and written communication skills. Must be able to distinctly speak the English language. Be able to operate standard office computer equipment. Must be able to work under direct police supervision and possess the ability to multi-task. And have the ability and willingness to establish and maintain effective working relationships with Township personnel, associates, and the general public.

#### **Qualifications:**

- Must be at least 18 years of age
- High School Diploma or equivalent
- Resident of the State of New Jersey
- Valid New Jersey Driver's License
- Must be able to work rotating shifts, nights, weekends, and holidays
- EMD Cert. or Basic Telecommunicator Cert. preferred but not necessary

Job offer is contingent upon passing:

1. Criminal background check.
2. Psychological examination.
3. Medical examination.
4. Drug screening.

The position is full time with rotating shifts and a starting salary of **\$38,500**. Applicants must complete the preliminary application, submit a resume, and drop them off at The Police Department located at 2 Deforest Ave. East Hanover, NJ 07936. Interviews will be scheduled based upon successful completion and submission of the preliminary application and resume.

**Preliminary applications will be accepted through January 31, 2020.**

Preliminary applications are available by [clicking here](#) (*hyperlink*)



# East Hanover Police Department

## Application for Police Dispatcher

**\*Please attach resume' \***



Last Name

First Name

Middle Name

Full Address (House/Apt #, Street name, City, State and Zip Code)

Date of Birth

Age

Place of Birth (City, State)

Social Security #

US Citizen  Yes  No

Sex

Height

Weight

Hair Color

Eye Color

Complexion

Home Telephone Number (Include Area Code)

Mobile Telephone Number (Include Area Code)

Email Address

Highest Level of Education Completed

**Y or N**

EMD or ECO Certification

Academy or School Attended

Date of Completion

Certifications (check one)	Yes	No
Have you ever been arrested?		
Have you ever been convicted of or plead guilty to a crime?		
Have you ever committed an act of Domestic Violence?		
Has your driving privilege ever been suspended?		
Have you ever been dishonorably discharged from the Armed Forces?		
Are you CPR Certified?		

References (Provide name, address and phone number of three (3) persons not related to you):

Name

Address (House/Apt#, Street, City, Zip)

Phone #(with area code)

1.

2.

3.