



Michael M. McMillan
Mayor

Mary Lynn Williams
City Clerk / Treasurer

CITY OF SPANISH FORT

7361 Spanish Fort Blvd.
Spanish Fort, Alabama 36527
(251) 626-4884
(251) 626-4880 Fax

City Council

Robert Curtis Smith
William A. Menas, Sr.
Bobby J. Fortenberry
Clewis W. Smith, Jr.
Mary W. Brabner

JOB ANNOUNCEMENT

POLICE DISPATCHER

Starting Salary: Minimum \$13.08 per hour
Scheduled Hours: 40 hours per week
Posted Date: October 8, 2018
Closing Date: Open until filled

Description: Under immediate direction this position will monitor radio and telephone emergency calls; relay the necessary information to patrol units and emergency personnel. Maintain a radio log and other records and perform clerical duties as necessary. This employee will also perform related work in other areas as needed.

To qualify, applicants must:

- Submit an original signed application in person or by mailing to the above listed address, Attention: Human Resources. *E-Mail and Faxed applications are not accepted;*
- Possess a high school diploma or equivalent;
- Possess and maintain a valid driver's license and be insurable by the City's Insurance Provider;
- Be able to work 12-hour shifts, including days, nights, weekends, and holidays and
- Possess a current certificate with the Alabama National Crime Information Center preferred

The City of Spanish Fort is a Drug Free Workplace and all applicants will be subject to drug and alcohol testing in accordance with the ALABAMA DRUG-FREE WORKPLACE POLICY.

Applications and job description may be obtained at the Spanish Fort Community Center, located at 7361 Spanish Fort Blvd. Spanish Fort, Alabama 36527, Monday through Friday, 8:00a.m. - 4:30p.m., or you can download and print an application by visiting the City of Spanish Fort website, www.cityofspanishfort.com. **APPLICATIONS WILL BE ACCEPTED UNTIL THE POSITION IS FILLED AND MAY CLOSE WITHOUT NOTICE.**

**THE CITY OF SPANISH FORT IS AN EQUAL OPPORTUNITY EMPLOYER
AND A PARTICIPANT OF E-VERIFY**

"A City of Spirit"