



Position Available  
**Job Title: 911 Emergency Dispatcher**  
**Salary Range: \$33,308 - \$40,040**

Chippewa County has openings for the Emergency Dispatcher position(s). This position is an integral part of Chippewa County public safety that provides 24-hour police, fire, and emergency medical response to the public. Extensive dispatch/public safety training provided. Exciting and meaningful work assisting the public and being a part of the public safety team. This position receives emergency calls and dispatches law enforcement officers, fire and/or emergency medical services throughout the County. Utilizes unique computer systems to secure necessary information for law enforcement personnel and enters information relative to warrants, personal protective orders, stolen vehicles, and other such data. Continually monitors the availability and location of emergency units and/or designated personnel in the field.

**Essential Duties and Responsibilities of a 911 Dispatcher:**

- Takes emergency and non-emergency requests for assistance, dispatching appropriate units, and maintaining contact with responding units to gather and supply information.
- Provides emergency medical instruction via communication equipment, verbatim, per a prescribed format.
- Monitor police traffic interacting with citizens, witnesses, suspects, and/or other applicable parties to assist in the safety of personnel and gather the report information.
- Track arrests and prepares related paperwork for data entry.
- Enters a variety of information into the applicable database(s).
- Receives and processes a variety of time-sensitive data and information in assigned areas of responsibility.
- Obtain critical data from various sources for warrants and enters into LEIN and local data base.
- Perform other support staff functions and duties as requested.

**Required Knowledge, Skills, and Abilities:**

- Exhibits the ability to remain calm in a crisis.
- Possesses the ability to remain alert for long shifts.
- Demonstrates excellent listening skills and communicates clearly and effectively.
- Pays close attention to detail.
- Demonstrates the ability to work quickly and efficiently
- Exhibits strong organizational skills and the ability to multitask.
- Possesses mental and emotional strength to deal with stressful situations for long periods of time.

All candidates must pass a background check and be willing to work various shifts, including nights, weekends, and holidays. If you have submitted a resume over one year ago and are still interested, please resubmit by [clicking here](#). If you want more information or have any questions about the job, please call 906-495-7488.

Are you looking for a rewarding career that provides an essential service to Chippewa County, or maybe you are a current 911 Emergency Dispatcher looking to relocate to a place where you can reconnect with nature and enjoy a slower pace of life? Chippewa County is looking for individuals willing and wanting to make a difference to join our team and be an essential and crucial part of the Chippewa County Emergency Medical Services! Chippewa County offers 421 miles of shoreline, 23 public access sites, and 950,800 acres of land to explore, including State Parks, Nation Forrest, Waterfalls, Rivers, Lakes, Streams, and so much more. There will always be somewhere to explore here in beautiful Chippewa County. So, whether it is by boat, ORV, snowmobile, or hiking, you will be sure to reconnect with nature and enjoy the slower pace our small community has to offer!

**The position will remain open until filled.**

Chippewa County is an Equal Employment Opportunity Employer

