



Public Safety Dispatcher I

The Position

The Schenectady County Unified Communications Center has opportunities available for fulltime Public Safety Dispatcher I's (PSD I). The PSD I operates communication systems utilizing radio, telephone and computer equipment to receive 9-1-1 emergency and routine calls requesting police, fire, or EMS services; provides information to the public; dispatches public safety personnel and equipment in response to service requests and to organize and coordinate the activities of field units; maintains records of activities in response to service requests. The PSD I must be able to function calmly in emergencies and to take appropriate action efficiently. Shifts include nights, weekends and holidays.

Typical Work Activities Include:

- Answering the telephone and receives wireline and wireless 911 emergency and nonemergency requests for assistance;
- Dispatching public safety personnel and equipment on both routine and emergency calls, utilizing multiple video display monitors, radio dispatching consoles and related equipment;
- Determining response requirements and relative priorities of situations, and dispatching police, fire, or EMS units via radio consoles in accordance with established protocols and procedures;
- Monitoring and maintaining status of public safety personnel and equipment; analyzes situations accurately and takes effective action to help ensure officer and firefighter safety;
- Providing Emergency Medical, Fire and/or Police Dispatching services, including prearrival and post-dispatch instructions to the caller using accepted protocols

PLEASE NOTE: A Civil Service Examination will not be required if hired in 2026.

Qualifications

Candidates must possess the following minimum qualifications to be considered:

- Graduation from high school or possession of a high school equivalency diploma

Salary

The annual salary for this position is \$49,661.00

How to Apply

Apply online at mycivilservice.schenectadycounty.com.



Schenectady County is committed to diversity, inclusion, and equal opportunity. It is our policy to provide equal employment opportunities to all people regardless of protected class status, including race, creed, color, sex, sexual orientation, gender identity, national origin, military or veteran status, disability, predisposing genetic characteristics, marital or family status, or any other impermissible basis

Schenectady County offers exceptional benefits

Health Benefits

- Medical, Dental & Vision
- Prescription Drug
- Flexible Spending Accounts

Retirement and Savings Plans

- NYS Pension System
- 457(b) Deferred Compensation
- 529 College Saving Plan

Additional Benefits

- Paid Holidays
- Vacation, Personal, Bereavement, and Sick Leave
- Paid Family Leave for Bonding with Child
- Free Tuition at SUNY Schenectady and other Tuition Assistance
- Gym Reimbursement
- Free CDTA Bus Pass
- Employee Assistance Program

About Schenectady County

What makes Schenectady County different from other communities? We believe it's the people, working together to create a place that people want to live, do business, and visit to enjoy all that we have to offer. Schenectady County continues to think differently, looking for new and innovative ways to deliver the important programs and services that make Schenectady County unique.

Strong County leadership has helped foster cooperation among the various levels of government to reduce waste and eliminate duplication. Through intergovernmental cooperation, the County and our communities have saved hundreds of thousands of dollars and leveraged our combined resources and talents to secure additional federal and state funds to expand upon this highly successful endeavor.

Schenectady County is a community with a rich past and bright future. So many in our community have worked hard to make all of our success possible and have made Schenectady County a great place to work, live, and raise a family.

More information about Schenectady County and employment opportunities are available on the Schenectady County website at:

www.SchenectadyCountyNY.gov

Hon. Karen B. Johnson Branch
Schenectady County Public Library



Schenectady County Human Resources

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