

Equipment Operator III

(Shubenacadie)

(Dispatch Operator) - Part-Time (*casual/relief*)



Please Quote Competition #: 32HO-08-21

WE NEED DEDICATED AND QUALIFIED EMERGENCY RESPONSE AND COORDINATION STAFF. The Public Safety and Field Communications group provides centralized communication, coordination and emergency response services to support an array of enforcement, fire, wildlife, and public safety agencies throughout the Province. We have immediate openings to assist with response to forest fires, enforcement, and other individual and large scale emergencies.

Reporting to the Supervisor, Communications - Shubenacadie Radio Operations Center, the Dispatch Operator is a part-time position responsible for providing province-wide dispatch and call notification (and associated support services) to the field staff of public safety and public works organizations using mobile and portable radios.

In addition to dispatch and call notification services, responsibilities include radio network alarm monitoring, remote diesel generator monitoring, management of mutual aid radio channels and talk groups, call routing, administering asset tracking and radio repair requests, answering criminal and vehicle data base queries for qualified staff, field staff monitoring and activity logging, voice and data logging, and other related activities.

In support of a 24 hour, 365 days per year operation, this position works a minimum of 16 hours bi-weekly with the expectation that you may be required to work full-time hours during the initial 12 week training and orientation period plus additional "relief" hours as required. Successful applicant must undergo a criminal reference check.

Grade 12, plus 5 years experience or an acceptable equivalent combination of training and experience. You should be a person with a strong work ethic and sense of responsibility. You possess good decision making skills, and the ability to stay calm in a crisis situations while working unsupervised for extended periods of time.

The ideal candidate will be knowledgeable and experienced in the use of those information and communication technology tools used at the Radio Operations Centre or their equivalents, including:

- Motorola Gold Elite Dispatch Console
- "Nice" Brand voice recording systems
- Justice Enterprise Information Network (JEIN)
- CPIC (Canadian Police Information Center) criminal database
- Registry of Motor Vehicles database
- Nova Scotia Integrated Mobile Radio Network site alarming console

Training will be provided in the use of the above as required.

Salary Range: \$32,215 - \$36,020

Closing Date: July 2, 2008

Our goal is to be a diverse workforce that is representative, at all job levels, of the citizens we serve. The Government of Nova Scotia has an Employment Equity Policy and we welcome applications from Aboriginal People, African Nova Scotians and Other Racially Visible People, Persons with Disabilities and Women in occupations or positions where they are under-represented. If you are a member of one of the equity groups you are encouraged to self-identify, on either your application form, your covering letter or your resume.

Please merge your cover letter and resume into one document when applying. Please do not e-mail your resume in a table format. In the cover letter, please quote employee ID (if applicable), competition number, department and competition name.

This is a bargaining unit position restricted to current civil service employees represented by the NSGEU. External applicants and current casual NS Government employees will only be considered if there are no qualified NS Government Civil Service NSGEU bargaining unit candidates. All current employees applying for job competitions are required to include their employee ID number in order to be considered as a bargaining unit applicant.

Applications/Resumes can be sent to Human Resources Division, Johnston Building, 1672 Granville Street, PO Box 186, Halifax, NS B3J 2N2, fax (902) 424-7676 or E-mail Contact: tpwfin-csu-job-apps@gov.ns.ca. Submissions must be received by midnight on the closing date.

We thank all applicants for their interest, however, only those selected for an interview will be contacted.