

EMPLOYMENT OPPORTUNITY

Kennebunkport, Maine 04046



Public Safety Dispatcher

The Kennebunkport Police Department is accepting applications for the position of Public Safety Dispatcher. We are a coastal town with seasonal residential influxes and an engaged community whose values are based on mutual support. The Kennebunkport Police Department is very service-oriented and community-based, so the ideal candidate will be an enthusiastic, dedicated, and positive individual.

The Town of Kennebunkport offers a competitive pay rate and benefits package that includes retirement, health insurance, and disability insurance according to union and town policies.

Dispatchers are required to manage service requests for law enforcement, fire, and emergency medical help via 911, telephone, radio, and in person. All calls are documented using computer software systems and established protocols. Dealing with the public and having the ability to type 40+ words a minute are required. All applicants must be high school graduates or hold a GED and be at least 18 years of age at the time of hire. Preference will be given to applicants already holding a Maine certification for Emergency Telecommunications. If not already certified, a new employee must be able to successfully complete all certification requirements in the first six (6) months of employment, including Emergency Telecommunicator Course and Terminal Operator Certification courses. According to the union contract, new employees may be hired at an appropriate level depending upon the employee's experience and training.

Applications and instruction packets must be obtained from the Town of Kennebunkport or online at the [Town of Kennebunkport website](#). Please submit the town application, resume, and cover letter through email to ynickless@kennebunkportme.gov. The position is open until filled, but the review of applications begins immediately.

The Town of Kennebunkport is an equal-opportunity employer