



BERKLEY DEPARTMENT OF PUBLIC SAFETY

2395 W. TWELVE MILE RD

BERKLEY, MI 48072

JOB POSTING

PUBLIC SAFETY DISPATCHER - BERKLEY

Organization:	City of Berkley Public Safety Department
Date Posted:	11/25/2020
Date Needed:	1/01/2021 or until filled
City:	Berkley
Location:	Michigan
Country:	United States
Primary Category:	Public Safety Dispatcher
Salary:	\$43,478
Type of Position:	Full-Time

Description & Details

Public Safety Dispatcher: The City of Berkley Department of Public Safety, a fully consolidated police and fire department, is seeking qualified applicants for the position of Public Safety Dispatcher. Starting salary is \$43,478. The applicants will be responsible for receiving and dispatching emergency calls, collecting and entering information from the LEIN system and providing a wide variety of administrative and clerical tasks as well as interacting with wide range of law enforcement and public safety agencies. Qualified applicants will have a high school diploma or equivalent supplemented by vocational training in computer software and database usage, ability to acquire LEIN certification as a condition of hire, good knowledge of the laws, regulations and policies governing police department functions and other public safety processes. One year of experience as a dispatcher, preferably in a public safety setting is desirable, but not required. Applications are available online at www.berkleymich.org. Pre-employment psychological and physical exam including drug screening is required. Deadline for receipt of applications is January 1, 2021. The City of Berkley is an Equal Opportunity Employer

How to Apply / Contact

To apply submit resume (cover letter included in same document) and completed application available online at www.berkleymich.org/explore_berkley/employment_opportunities.php and return it by email to cmiller@berkleypublicsafety.net or in person at Berkley Department of Public Safety, 2395 W. Twelve Mile Rd, Berkley, MI 48072; c/o Lt. C. Miller no later than January 1, 2021 to Berkley Public Safety Department.

Contact Lieutenant Corey Miller with any questions: cmiller@berkleypublicsafety.net or (248)658-3385

