

# OFFICE OF THE COUNTY ADMINISTRATOR

1 PUBLIC SQUARE, ROOM 210

DARLINGTON, SOUTH CAROLINA 29532

(843) 398-4100

FAX (843) 398-9679



## COMMUNICATIONS DEPARTMENT

### TELECOMMUNICATOR I

#### GENERAL STATEMENT OF JOB

Under direct supervision, is responsible for dispatching agencies response units through the use of telecommunications equipment for the purpose of relaying accurate and timely information to the proper authority to aid in expediting the protection of the general welfare and safety of the general public. Assists call takers with incoming call as needed. Reports to the Telecommunicator Shift Supervisor.

#### MINIMUM TRAINING AND EXPERIENCE

Vocational/technical training in a related field with two to four months of public service dispatching experience, or any equivalent combination of education and experience which provides the required knowledge, skills and abilities. Must maintain Dispatcher and Sled Teletype Certification. Must be able to type at a corrected rate of forty-five words per minute.

STARTING SALARY: \$23471 W/ STATE BENEFITS

Apply in the Darlington County Administrator's Office, 1 Public Square, Room 210 (Courthouse), Darlington, SC 29532 or obtain an application online at

<http://www.Darcosc.com/onlineforms/employmentapplication.pdf>; there are two forms to fill out, the job application and the release of information form, then mail to above address or email to [gwinburn@darcosc.com](mailto:gwinburn@darcosc.com).

**RESUMES WILL NOT BE ACCEPTED WITHOUT A COMPLETED APPLICATION.**

**EOE/AA**