

# *Regional Communications Officer Town of Falmouth*



The Town of Falmouth is accepting applications for the full-time position of Communications Officer. This position receives emergency calls and dispatches requests for service for both the Falmouth and Yarmouth Public Safety Departments, while also handling walk-in traffic at the police facility.

The ideal candidate will be an effective oral and written communicator with strong interpersonal and listening skills. Applicants must be computer proficient, be a high school graduate (or equivalent), and be able to pass a criminal background check to include a polygraph examination. Successful candidates will have the ability to remain calm and maintain control in stressful situations. The working hours for this position vary depending upon the needs of the department, with evening, weekends, and holiday work being required.

A progressive department which embodies the philosophy of community policing, Falmouth is a rapidly growing community of approximately 12,000 residents located on the Southern Maine coast. Current salaries and benefit information include:

- Salary Range: \$43,492-\$55,640
- 4 days on/3 days off work schedule
- Maine Public Employees Retirement System (MainePERS)- Plan AC or ICMA 401A
- Thirteen (13) Paid Holidays
- Health Insurance (POS-200)
- Physical Fitness and Educational Incentives
- Third Shift Incentives/ Specialty Stipends
- Clothing Allowance

**Application deadline for this position is September 23, 2019.** All applicants must submit an application and resume. Applications and employment information may be obtained in person at the Falmouth Police Department, located at 2 Marshall Drive, Falmouth, ME 04105, or by visiting the department's website: [www.falmouthme.org/police](http://www.falmouthme.org/police). Completed applications may be delivered in person or mailed to the attention of Chief John Kilbride before the deadline date.

*The Town of Falmouth is an Equal Opportunity Employer and reserves the right to reject all applications.*