

WE'RE HIRING DISPATCHERS



Join Our Team!

The Falmouth (ME) Police Department has a full-time opening for a Dispatcher in its Regional Communications Center.

COMPETITIVE PAYSCALE

	<u>Current</u>	<u>July 2023</u>
Starting	\$23.13	\$24.29
1	\$23.70	\$24.88
3	\$24.92	\$26.16
6	\$26.17	\$27.47
9	\$27.16	\$28.52
12	\$27.64	\$29.02
15	\$28.21	\$29.62
18	\$28.60	\$30.03
21	\$29.59	\$31.07

BENEFITS

- Front Loaded Vacation Time
- Lateral Transfer up to 12-Year Step (\$29.02 in July 2023)
- Holiday, Comp & Sick Leave
- Exceptional Health Benefits
- 2/3 Retirement (any age)
- On-site Gym
- Enhanced Training Commitment
- Hourly Stipends for Fitness, Education, Military, Specialty Roles & Shift Differential

OPPORTUNITIES

- Emergency Communications Center (Non-PSAP)
- Communications Training Officer
- IT Specialist
- Community Outreach Liaison
- Equitable Work Schedule
- Strong Community Support!

FALMOUTH, MAINE



Falmouth Police Department
2 Marshall Drive
Falmouth, ME 04105
207-781-2300



SCAN ME

www.falmouthme.org



John F. Kilbride
Chief of Police

Falmouth Police Department

2 Marshall Drive
Falmouth, ME 04105
Tel. (207) 781-2300
TTY (207) 781-4154 Fax (207) 781-3448
E-mail: police@falmouthme.org



Jeffrey A. Pardue
Deputy Chief

REGIONAL COMMUNICATIONS OFFICER Town of Falmouth

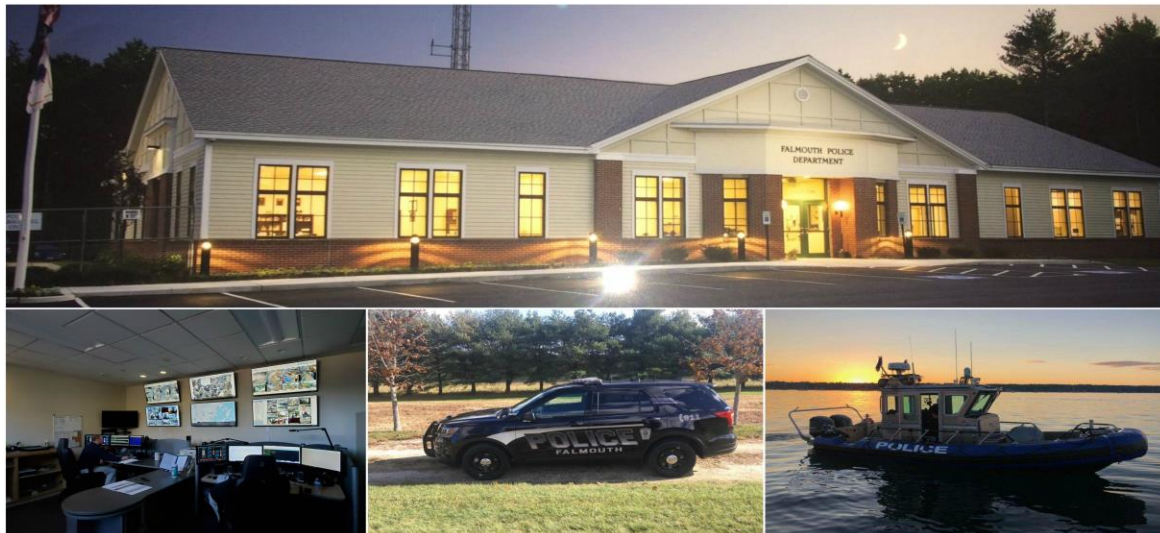
The Town of Falmouth is accepting applications for the full-time position of Communications Officer. This position receives emergency calls and dispatches requests for service for both the Falmouth and Yarmouth Public Safety Departments, while also handling walk-in traffic at the police facility.

The ideal candidate will be an effective oral and written communicator with strong interpersonal and listening skills. Applicants must be computer proficient, a high school graduate, 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 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:

- Starting Annual Salary Range: \$50,523-\$64,625
- Lateral transfer up to the 12-year pay step (\$29.02) with frontloaded vacation time
- 4 days on/3 days off work schedule
- Maine Public Employees Retirement System (MainePERS)- Special Plan 3C
- Thirteen (13) Paid Holidays
- Anthem Blue Cross Health Insurance (POS-200)
- Physical Fitness and Educational Incentives
- Third Shift Incentives/ Specialty Stipends
- Clothing Allowance

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.



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



Town of Falmouth

271 Falmouth Road
Falmouth, ME 04105
Ph: (207) 781-5253 Fax: (207) 781-3640
www.town.falmouth.me.us

POSITION APPLYING FOR:

APPLICATION FOR EMPLOYMENT AN EQUAL OPPORTUNITY EMPLOYER

Please use typewriter or print clearly in ink.

NAME: _____ DATE: ____ / ____ / ____
LAST FIRST MIDDLE INITIAL

ADDRESS: _____
NO. STREET CITY STATE ZIP

HOME: (____) ____ - ____ WORK: (____) ____ - ____ CELL: (____) ____ - ____

EMAIL ADDRESS: _____

How did you hear about this opening? ☐ Advertisement ☐ Friend/Relative ☐ Walk-in ☐ Employment Agency ☐ Other

Have you ever been employed by the Town of Falmouth? ☐ Yes ☐ No

If yes, give the department and dates: _____ From: ____ / ____ / ____ To: ____ / ____ / ____

Give the name and relationship of any present Town Employee related to you: _____

Are you available to work: ☐ Part-time ☐ Shift Work ☐ Temp ☐ On-Call

On what date would you be available to work? ____ / ____ / ____

Are you employed now? ☐ Yes ☐ No

May we contact your present employer? ☐ Yes ☐ No

EDUCATION AND TRAINING

(CIRCLE HIGHEST GRADE COMPLETED)	NAME OF SCHOOL	LOCATION	GRADUATE
1 2 3 4 5 6 7 8 9 10 11 12			
COLLEGES OR UNIVERSITIES ATTENDED	NO. YEARS ATTENDED	MAJOR SUBJECTS (List courses that apply to job)	DEGREE or CERTIFICATE
BUSINESS, TRADE or CORRESPONDENCE SCHOOLS			

List any additional skills, certifications, or licenses you possess that you believe are relevant to this position (ie, CPR, First Aid, E.M.T., etc.)

Do you have a valid driver's license? ☐ Yes ☐ No State? _____ Endorsement: _____

EXPERIENCE

List below in order the positions which you have held. Include any periods served in the military. Show your present or most recent job first. Under "Description of Duties" list kind of work, responsibilities, and the number of employees and kind of position supervised, if any. Use additional sheets if needed.

If you possess a resume print **"SEE RESUME"** in this section and attach to application.

From:	To:	Title of Position:
Name, Address and Phone # of Employer:		Description of Duties:
Name of Your Supervisor:		
Number of Hours per Week:		Reason for Leaving:
From:	To:	Title of Position:
Name, Address and Phone # of Employer:		Description of Duties:
Name of Your Supervisor:		
Number of Hours per Week:		Reason for Leaving:
From:	To:	Title of Position:
Name, Address and Phone # of Employer:		Description of Duties:
Name of Your Supervisor:		
Number of Hours per Week:		Reason for Leaving:
From:	To:	Title of Position:
Name, Address and Phone # of Employer:		Description of Duties:
Name of Your Supervisor:		
Number of Hours per Week:		Reason for Leaving:

Applicant's Certification and Agreement * **PLEASE READ CAREFULLY***

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that if employed, falsified statements on the application shall be sufficient cause for dismissal. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I also certify that I have received and reviewed the job description for the position being applied for and am capable of performing the specific functions of the job as set forth in said job description.

Signature of Applicant