



# San Joaquin County Employment Opportunity

## **Communications Dispatcher III**

### Sheriff's Office

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#### **About the Position**

San Joaquin County is looking for an experienced, journey level Communications Dispatcher to fill one position within the Sheriff's Office. Incumbents in this advanced journey level position will perform communications dispatch work and be responsible for the coordination of dispatcher training for new employees. Employees may work rotating shifts on a twenty-four hour basis, seven days a week.

#### **About the Department**

The San Joaquin County Sheriff's Department Communication Dispatch Center provides service to San Joaquin County and one community service district, Mountain House. There are currently 875 total positions in the Sheriff's Department including 25 Communications Dispatcher I/II, 6 Communications Dispatcher III, and 7 Communications Dispatcher IV. Positions are located in French Camp at the Sheriff's Office. For more information about the San Joaquin County Sheriff's Department please visit their website at:

[www.sjsheriff.org/](http://www.sjsheriff.org/)

#### **Mission Statement**

The San Joaquin County Sheriff's Department is dedicated to delivering quality service through the creation of partnerships with the people we serve. All members of this department will carry out their duties and responsibilities to such a manner as to afford dignity, respect and compassion to every individual with whom they come in contact. With community partnerships as our foundation, we are driven by goals to enhance the quality of life, investigating problems as well as incidents, seeking solutions, and fostering a sense of security in communities and individuals. We nurture public trust by holding ourselves to the highest standards of performance and ethics.

#### **Hiring Incentive Program**

The San Joaquin County Sheriff's Office offers a hiring incentive in the amount of \$10,000 (\$1,000 upon hire, \$3,000 after one year, \$6,000 after completion of 6th year of service). The department will award the cash incentive to any person who is hired for the position of Communications Dispatcher I-III within the timeframes this program is active and so approved by the San Joaquin County Board of Supervisors. Additionally, a moving stipend reimbursement up to \$2,000 for any cost directly associated with relocating their primary residence as a result of gaining employment with this office is available.

Subject to approval by Human Resources, new hires may also be eligible to receive a vacation accrual rate consistent with the candidate's total years of public service and sick leave credit for candidates leaving other employment. Credit will be for actual non-reimbursable sick leave hours (up to 160 hours) from last agency and shall be subject to San Joaquin County's minimum sick leave cash out provisions.

Recruitment Announcement  
0823-RP0103-01  
Equal Opportunity Employer

Human Resources  
44 N. San Joaquin Street  
Third Floor, Suite 330  
Stockton, California 95202  
Phone: (209) 468-3370

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# Communications Dispatcher III

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## Typical Duties

- Dispatches law or fire units in response to requests; identifies the most available unit or units which can be contacted; contacts mobile units and directs them to location and person.
- Receives and processes requests for information from units; obtains information using data entry equipment, communications equipment or card files; relays information back to units.
- Receives and acknowledges calls on radio equipment and phones' screens incoming calls to elicit information necessary to identify problem, to evaluate the urgency and seriousness of the problem and to determine the appropriate action.
- Contacts ambulances, fire departments and other agencies to dispatch vehicles in emergency situations.
- Monitors and logs in status and location of each mobile unit.
- Operates CRT terminal to maintain communication log and transmit information to local, state and national law enforcement communications system.
- Writes procedures for dispatchers; updates fire dispatch run card files; does general clerical work.
- May act as leadworker; may train or coordinate training of other Communications Dispatchers.

## Minimum Qualifications

### Communications Dispatcher III:

**Experience:** Two years performing duties equivalent to those of a Communications Dispatcher II in San Joaquin County.

**Certificate:** Possession of a valid POST Public Safety Dispatcher Certificate.

**Pre-Employment Physical, Drug Screen and Background:** Potential new hires into this classification are required to successfully pass a pre-employment physical examination, a pre-employment drug screen and a background investigation as a condition of employment. Final appointment cannot be made unless the eligible candidate has passed the drug screen, physical and successfully completed the background process. The County pays for the initial drug screen and physical.

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# Communications Dispatcher III

## Compensation and Benefits

Approximate Monthly Base Salary:

### Communications Dispatcher III

**\$5,451-\$6,625**

**This position will receive a Cost of Living Adjustment of 4% in July 2024 & 3% in July 2025**

In addition to the base salary, the County offers an excellent benefits plan which includes a county contribution to health insurance, dental and vision insurance plans. Other benefits also offered by the County include:

- 1937 Act defined benefit retirement plan with reciprocity with CalPERS
- 10 days of vacation leave a year (15 days after three years, 20 days after 10 years, 23 days after 20 years)
- 12 days of sick leave annually with unlimited accumulation
- 14 paid holidays per year
- Life insurance up to \$10,000.
- 125 Flex Benefits Plan
- Educational Reimbursement Program

## Wellness

San Joaquin County is dedicated to providing its employees with a great benefit package and is interested in their overall well-being. Through our SJC Engage wellness program, San Joaquin County employees and eligible dependents are offered support in the way of various workshops, courses, and programs in areas such as Physical and Mental Wellness, Professional Wellness, and Financial Wellness. Employees also enjoy special employee pricing through Perks at Work.

For additional information regarding the wellness program, please click to visit the [SJC Engage website](#)



## Application and Selection

The competitive process includes submittal of a completed San Joaquin County Employment application and Supplemental Questionnaire. Resumes will not be accepted in lieu of a complete application package. Qualified candidates will be invited to participate in an oral exam. Those that pass the exam will be forwarded to the Sheriff's Office for hiring consideration.

To apply, submit a completed application and supplemental questionnaire on or before:

**Final Filing Date: September 8, 2023.**

To apply, visit our [webpage](#) or scan this QR code with your smartphone's camera.



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# Make San Joaquin County your new home!

A land of beauty, recreation and natural riches—from the waters of the Delta to the vines of the wine, San Joaquin County has it all. San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.

## Arts, Culture, and Recreation

The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and Stockton Children's Museum are popular spots. The Bob Hope Theatre, Hutchins Street Square and the Grand Theater provide memorable experiences for children and adults.

Over 75 languages are spoken within the region and cultural festivals are held year-round, celebrating and sharing food, music, art, dance and traditions.

Sports venues include the Stockton Arena and Banner Island Ballpark for basketball, hockey, baseball, and other special events. Enjoy college athletics at University of the Pacific and San Joaquin Delta College.

San Joaquin County operates nine community parks for boating, camping, swimming and organized sports. Oak Grove Regional Park features one of the last stands of ancient Valley Oak in the northern San Joaquin Valley. Mickle Grove Regional Park has a zoo, carnival rides, a Japanese garden and a historical museum to delight both children and adults.

The Sandhill Crane Festival is held in Lodi every fall to herald their annual stop along the Pacific Flyway.

The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor to north of Sacramento and offering access to the San Francisco Bay.



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## Education

From preschool to higher education, the County has it covered with an abundant array of public and private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus-Stockton Center, Humphreys College and Law School, National University, and San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The County's 14 school districts provide families with a wide choice for children's educational development.



## Agriculture

The county is one of the most agriculturally rich regions in California. Almonds are the leading commodity, with a value of over \$694 million in 2020. Milk, grapes, walnuts, eggs, cattle, tomatoes, cherries, blueberries and hay complete the top ten leading crops.

Weekly farmers markets throughout the county offer a cornucopia of fresh fruit and vegetables. Fruit stands and pick-your-own produce farms dot the countryside.

## Housing

Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas.

Housing ranges from new developments to historic homes. San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area provides.

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