



**HOUSTON COUNTY E-911  
CENTRAL COMMUNICATIONS CENTER**  
2400 W MAIN ST · PO BOX 333 · ERIN, TN 37061  
931-289-2911 / FAX: 931-289-4022

## **JOB POSTING**

### **E-911 TELECOMMUNICATOR POSITION**

Full Time Position with Benefits

Job responsibilities include but not limited to:

- Answering emergency and non-emergency calls
- Dispatching appropriate departments to calls
- Monitoring and data entry of radio transmissions
- Dispatching for law, fire, ems, and other departments as needed
- Data entry into computer aided dispatching terminal
- Data entry into NCIC system
- Must possess computer and typing skills
- Must be able to work nights, weekends and holidays
- Must be at least 18 years of age and able to work full time
- Must be able to pass a background and drug screening

Applications may be picked up at the Houston County E-911 Center