

**OFFICE OF THE SHERIFF**  
**Clay County, Florida**  
**Darryl Daniels, Sheriff**

**Office Memorandum**

**JOB NOTICE**

**DATE:** July 25, 2018  
**POSITION:** Public Safety Telecommunicator  
**REPORTS TO:** Communications Corporal  
**STARTING SALARY:** \$28,822 annually, pay grade 7  
**DEADLINE TO APPLY:** August 10, 2018

*The Sheriff is posting a notice of opportunity for the position of Public Safety Telecommunicator.*

*Specific duties may include, but are not limited to:*

- Answering calls for service
- Dispatch / relay vital information to responding deputies
- Performs additional duties, which may be required from time to time

*Minimum qualifications:* high school graduate or GED, type 25 correct words per minute; ability to work shift work; ability to multi-task; must be able to pass certification class and exam. Must pass extensive background investigation, drug test and physical.

If you are qualified for and interested in this position, please submit your application and resume on line to [apply@claysheriff.com](mailto:apply@claysheriff.com) by the deadline date.

Thank you.

*Equal Employment Opportunity Employer*

*Our Community, Our County, Our Responsibility...  
We're All In This Together*