



Cottage Grove Police Department

NOW RECRUITING FOR A

Dispatcher

\$49,644.00 to \$68,595.20 Per Year DOQ & Certifications

The City of Cottage Grove Police Department (CGPD) is currently accepting applications for the rewarding and challenging position of Police Dispatcher. CGPD Dispatchers serve as the vital link between the public and our Police Officers. As a Dispatcher you will be required to multi-task, have excellent keyboarding skills, work well under pressure, and utilize excellent organization and communication skills. The individual must be able to handle a variety of technological equipment including radios, computers and telephone systems.

This position is perfect for candidates who seek an opportunity to serve the citizens of Cottage Grove while providing critical operational support to Police Officers and other First Responders within our geographical coverage.

Position Open Until Filled

To apply as a Lateral (currently Certified Dispatcher):

Complete and submit a City job application to Human Resources (listed below). Lateral applicants will proceed directly to interviews.

To Apply as a Non-Certified Dispatcher:

Submit:

- ✓ City of Cottage Grove Application (available at www.cottagegroveor.gov/jobs)
- ✓ Resume
- ✓ Three (3) Work Related References

*Applications missing required documents will not be considered for the position.

Mail/Drop off Application and Materials to:

City of Cottage Grove
Attn: Human Resources
400 E Main Street
Cottage Grove, OR 97424

OR

Email to:

hr@cottagegrove.org
Questions? Contact HR (541)767-4114

COMPENSATION AND INCENTIVES:

Entry Level, Non-Certified Dispatchers Starting Pay at \$4,137.00 Per Month (\$49,644.00 Annually).

Lateral candidates will be offered a base salary to commensurate with experience up to a maximum salary rate. In addition, Dispatchers are eligible to receive additional compensation for possessing DPSST certifications:

- Intermediate DPSST Certificate-3.5% Advanced DPSST Certificate 7%
- Second Language Premium (Spanish/ASL) \$800.00 Annual Bonus
- Intermediate DPSST Certified Dispatcher \$5,464.80 Per Month
- Advanced DPSST Certified Police Officer \$5,649.60 Per Month