

# The City of Belton



Is accepting applications for the following position:

## **CSS Communications-Dispatch (Police Department)**

**\$13 - \$15 per hour**

**Depending on experience and qualifications**

Applicant must perform dispatch activities and related clerical duties including record keeping, filing, data entry, and deal with the general public in a courteous manner. Must have the ability to work under pressure and exercise good judgment in emergency situations. Shift work is required. Requires a High School diploma or equivalent. If not licensed at the time of hire, the applicant must acquire Texas Law Enforcement Telecommunication System certification and Texas Commission on Law Enforcement Telecommunicator License within the first year of hire.

Benefits include 100% employer paid employee medical, dental and basic life insurance premiums. Paid vacation, holiday, and sick leave available. Participation in the Texas Municipal Retirement System is required.

*Application for employment must be submitted to Human Resources in order to be considered for employment.* Resumes are strongly encouraged, but will not be accepted in lieu of an application. Application may be found on our City website at [www.belontexas.gov](http://www.belontexas.gov). Submit application via email, mail, in person or by fax to:

City of Belton-HR  
P. O. Box 120  
100 S. Davis  
Belton, Texas 76513  
Phone: (254) 933-5805  
Fax: (254) 933-5859  
Email: [hr@belontexas.gov](mailto:hr@belontexas.gov)

**EOE**