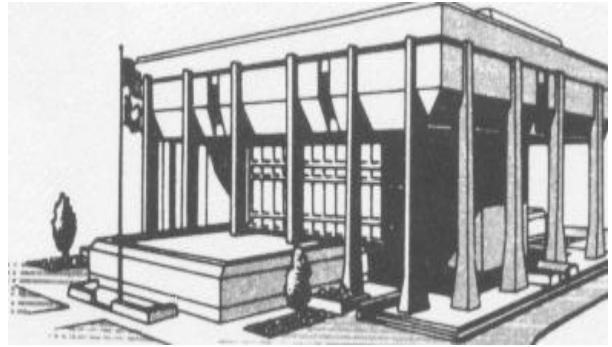


# Taylor County

Human Resources/Risk Management  
400 Oak Street, Suite 120  
Abilene, Texas 79602  
325/674-1220 or 1221 fax 325/738-8529



## 911 Communications Operator

Taylor County is currently seeking qualified applicants for **9-1-1 Communications Operator**. This is specialized work in the Taylor County Sheriff's Office receiving and processing detailed information. Must have the ability to communicate with callers in emergency situations, work under stressful conditions and perform more than one task at a time.

Requires the ability to transpose information into logical order through data input. Must possess the skill to make independent decisions and to articulate over Sheriff, Fire and EMS radios. Experience in data input and ability to operate multiple computers preferred.

**Position requires being able to work any shift, as well as working weekends and holidays.** Typing and audio data entry test will be administered. Qualified applicants must have a high school diploma or G. E. D. and type 40 w.p.m. **(Typing test will be given before interview is granted.)**

Applicants must be a U.S. citizen, in good physical condition, and must pass a physical exam and drug screening prior to employment. Qualified applicants will also be subject to extensive criminal history and background investigation.

All applicants must complete a Taylor County Sheriff's Office Personal History Statement to turn in with the application. This form is available online or in the Human Resources office.

To apply with the PHS online, please visit:

<https://www.taylorcounty.texas.gov/DocumentCenter/View/576/TCSO-Personal-History-Statement-PDF-DOCUMENT?bidld=>

**Starting Salary: \$50,821.51 annually + benefits**

Benefits include: 100% county-paid employee medical and dental insurance, paid life and disability insurance, retirement, and paid vacation/sick time.

Paper applications will also be accepted in the Human Resources/Risk Management Office, Taylor County Courthouse, 301 Oak Street, Suite 120, or emailed to [human.resources@taylorcounty.texas.gov](mailto:human.resources@taylorcounty.texas.gov), until the position is filled. HR office hours are Monday – Thursday 7:30 am – 5:00 pm and Fridays 7:30 am – 12:00 pm.

EOE/ADAAA