



# The Town of Paradise Invites Applications for Public Safety Dispatcher

The Town of Paradise is situated in the western foothills of the Sierra Nevada Mountains spanning 18 ½ square miles. Our elevation ranges from 1700 to 2200 feet. Located about 90 miles north of Sacramento and 7 miles east of Chico; Prior to the Camp Fire, the Town's population is approximately 27,000 with another 20,000 living in the adjacent unincorporated areas. Paradise was and after rebuilding will once again be beautiful community offering a scenic and semi-rural lifestyle surrounded by picturesque canyons and beautiful mountains.

Paradise is known for its four distinct season climates. The Town's altitude keeps Paradise generally cooler than the valley floor during the summer and above the valley fog in the winter. The winters offer an occasional light and beautiful snowfall. Paradise averages 257 sunny days per year.

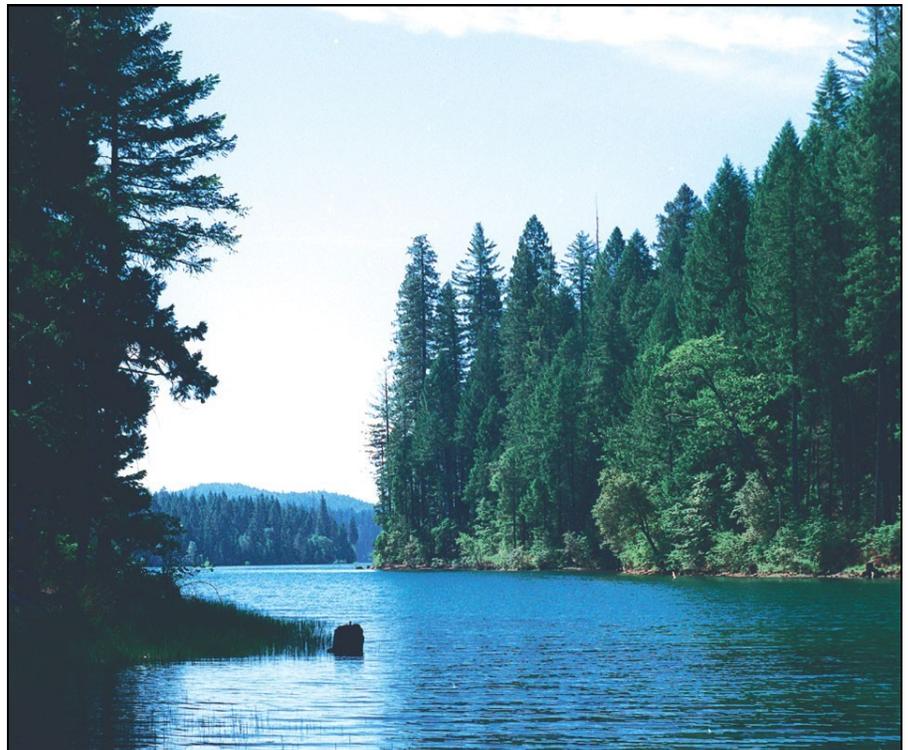
Paradise offers its residents a rare combination of advantages. Recreational opportunities are plentiful as this beautiful countryside offers outdoor activities such as hiking, camping, fishing, golfing and many family friendly activities. For water sport enthusiasts, Lake Oroville recreational area is within minutes of Paradise.

The Town of Paradise was incorporated in 1979. The Town of Paradise is a general law city in Butte County, California and is governed as a Council/Manager form of municipal government.

The Paradise Police Department proudly serves a supportive, diverse community. The Police Department works around the clock to protect lives and property within the Town of Paradise.

Our dedicated staff is committed to providing exceptional public safety services and taking a leadership role in building community partnerships to make our community a better, safer place to live, work and play.

Paradise Lake, Photo: Glenn Harrington



## **SALARY**

3,470.13 to \$4,428.67month plus benefits. Direct experience will be considered for advanced placement on the pay scale.

If hiring incentives extended by Town Council:

- One-time Sign-on bonus of \$500.
- Relocation assistance: if residing 60 or more miles away from the Town of Paradise, eligible for \$1,000 if within 30 days of hire date moves to location within 20 mile radius of the Town.

## **LATERAL RECRUITMENT INCENTIVES**

- One-time Sign-on bonus of \$1,500.
- Upon hire, 80 hours vacation & 80 hours sick leave credited to leave banks.
- Direct experience will be considered for advanced placement on the pay scale.

## **APPLICATION PROCEDURES**

Submit a completed Town of Paradise Application for Employment form, a typing certificate and current DMV printout; in a sealed envelope to the following address: Town of Paradise; Human Resources Department, ATTN: Public Safety Dispatcher Testing, 5555 Skyway, Paradise, CA 95969

## **SELECTION PROCEDURE**

Candidates who meet minimum qualifications may be invited to participate in a testing process. Candidates who pass the POST test will be invited to participate in an oral board testing process. The successful candidate will be required to pass an extensive background check, consisting of credit and fingerprint check; polygraph, psychological test, and pre-employment physical examination.

## **REQUIRED QUALIFICATIONS**

Knowledge of: Modern office methods, equipment and procedures; correct English usage, spelling and punctuation; use of computers and various programs.

Ability to: Remain calm in emergency situations; handle confidential matters with a high degree of discretion; learn to operate public safety radio and 911 PSAP (Public Safety Answering Point) communications equipment; operate local public safety Computer Aided Dispatch system and confidential state-wide telecommunications systems; read maps quickly and accurately; learn and apply rules and procedures involved in the maintenance of public safety records; understand and carry out oral and written instructions; work cooperatively with others.

Education/Experience: Graduation from high school or equivalent. One year of general clerical experience involving public contact desirable, preferably in a law enforcement or fire department setting.

Skills: The ability to produce a document at a net rate of 40 words per minute with less than a 5% overall error rate.

## **BENEFITS**

Benefits provided by the Town of Paradise pursuant to the Paradise Police Officers Association MOU for this position at the time of appointment will apply. The probationary period for this position is eighteen months. The following are current benefits:

- PERS retirement plan (2%@62 for new members)
- Retiree Medical (tiered vesting schedule)
- Tuition Reimbursement up to \$550/annually
- Uniform Allowance \$682/yr.
- School Incentive up to \$215/mo.
- Certificate pay up to 5%
- Shift Differential 5% swing, 7.5% grave
- Sick Leave 96 hrs/yr.
- Vacation Leave Starting at 80 hrs/yr. + seniority
- Paid Holidays 13 days/yr.
- PERS Medical Plan/Met Life Dental/Superior Vision\* (\*Some employee costs apply for health benefits)
- Long/Short-Term Disability Plans 2/3 of base salary
- Life Insurance \$100,000
- Longevity pay up to 7.5% at 20 years
- Gym Reimburse \$90/quarter

The information contained in this announcement is general in nature and does not constitute an expressed or implied contract. Employee benefits may vary with different employee bargaining units.

Visit our website for more information at [www.townofparadise.com](http://www.townofparadise.com)