

Employment Opportunity

Columbia 9-1-1 Communications District Announces Technology and Facilities Specialist Position Vacancy September 1, 2022

The Columbia 9-1-1 Communications District (C911CD) based in St. Helens, Oregon is seeking a full-time Technology and Facilities Specialist. Serving Columbia County, with a population of approximately 52,500, which covers 687 square miles of the Northern Oregon region with 62 miles of beautiful Columbia riverfront; a popular playground for fishing, boating, camping and windsurfing. C911CD is a unique 9-1-1 center in Oregon being one of only four Emergency Communications Special Districts. The District, which is governed by an elected five member Board of Directors, relies on a permanent tax levy, 5-year local option tax and excise taxes for funding. With a general operating fund of \$6,358,200, C911CD is a small but very busy 9-1-1 Public Safety Answering Point (PSAP) that handled approximately 67,800 calls for service and over 75,000 phone calls in 2021.

Minimum Qualification Requirements

- No Disqualifying Criminal History
- Education – High school graduate or equivalent
- Experience – Three (3) years similar experience and/or training that would likely provide required knowledge, skills, and abilities
- Ability to effectively use oral and written English communication in the performance of duties and responsibilities
- The ability to maintain confidential information including computer access codes, security system codes and public safety communications systems design

Position Facts

- Monthly Pay: \$5,118 – \$6,532 (depending on qualifications)
- Vacation, sick leave; extensive insurance package; and PERS retirement
- Must be available for scheduled on call work
- Strong project and task management in a team oriented setting

To Apply

- Complete fully the C911CD application located at www.columbia911.com/careers
- Submit a letter of interest, that includes:
 - A summary of your work history and qualifications
 - Detail why you are interested in the position and what makes you an ideal candidate
- Include resume

(Refer to the job description for further details on qualifications, skills and abilities)

DEADLINE - POSTING CLOSES 5:00pm, Thursday, September 29, 2022

Questions: Nathan Hughes, Technical Manager, Columbia 9-1-1 Communications District,
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