

**City of Yoakum  
Employment & Promotional Opportunities**

**Job Posting No. 318**

The City of Yoakum needs a qualified individual to fill the following position. To request an application, please contact:

City Clerk  
City of Yoakum  
808 Hwy 77A South  
Yoakum, TX 77995  
Phone #: (361) 293-6321

Final selection for hiring is subject to City Manager's approval. In cases of equally qualified applicants, City employees will be given hiring (promotional) preference.

In order to provide a drug-free work place, the City of Yoakum requires drug testing as part of the pre-placement physical. The City of Yoakum is an Affirmative Action/Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, genetic information, religion, age, or disability in employment of the provision of services.

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**DEPARTMENT:** POLICE

**POSITION:** TELECOMMUNICATIONS OPERATOR

**ESSENTIAL DUTIES:** Receive requests for service and dispatch police, Fire/EMS and animal control officer as needed. Maintain a log on calls and dispatches. Operate and maintain communication capabilities with outside agencies through all available means. Process prisoners into and out of jail. Monitor burglar alarms and internal police department security systems. Operate police switchboard and assist with office and clerical work as necessary.

**QUALIFICATIONS:** **BASIC:** One year dispatching experience preferred. TLETS License will be required after hire. Basic computer skills required.  
**INTERMEDIATE:** Qualifications as stated above; one year dispatching experience and TLETS Intermediate License.  
**ADVANCED:** Qualifications as stated above; two years dispatching experience and TLETS Advanced License.  
**MASTER:** Qualifications as stated above; three years dispatching experience and TLETS Master License.

**PHYSICAL REQUIREMENTS:** Fingers, hands, and arms dexterity; eye-hand coordination; good hearing and vision; ability to lift office materials, boxes, and supplies; ability to sit long hours, stand, stoop, bend, squat, and walk as associated with an office environment

**STARTING SALARY:** **No License:** \$14.84/hour  
**Basic:** \$15.12/hour  
**Intermediate:** \$15.45/hour  
**Advanced:** \$15.71/hour  
**Master:** \$16.07/hour

**CLOSING DATE:** OPEN UNTIL FILLED

Notice Posted: Thursday October 19, 2023 at 11:30 a.m.