



# TOWN OF BERKLEY

MASSACHUSETTS

OFFICE OF  
BOARD OF SELECTMEN

## JOB POSTING

IN HOUSE X OUTSIDE ADVERTISEMENT X

DEPARTMENT: POLICE DEPARTMENT

POSITION **Part Time Civilian Dispatcher**

NEW      EXISTING X

FULL TIME      PART TIME X CASUAL  
SEASONAL/SUBSTITUTE     

HOURS:      HOURS/WEEK As needed

QUALIFICATIONS: **Must be able to be APCO PST, APCO EMD certified, 911 Dispatch ,JMC and CJIS experience preferred.**

PAY RATE: Grade 11 \$21.90 – 23.89 TBD based on training and experience

APPLICATION CLOSING DATE **Open until filled** APPLICATION X RESUME X

TO BE SUBMITTED TO: INTERIM CHIEF ARTHUR NEWHOOK JR  
3 NORTH MAIN ST  
BERKLEY, MA 02779

DEPARTMENT HEAD SIGNATURE 

*THE TOWN OF BERKLEY IS AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION ADA EMPLOYER*

COPIES TO: Personnel Board, Finance Committee

This notice shall be posted at least seven days prior to any outside or newspaper advertisement and I certify that I have posted this notice at the following locations:

1. Town Clerk (Certified Copy)
2. Community School
3. Library
4. Highway Office (Employee area)
5. Both halls in Town Office Building
6. Public Safety Building lobby
7. Myricks Fire Station

Signature

Date

