

Emergency Communications Dispatcher

ROBERT SMITH

Phone: (123) 456 78 99
Email: info@qwikresume.com
Website: www.qwikresume.com
LinkedIn: linkedin.com/qwikresume
Address: 1737 Marshville Road,
Alabama

Objective

Looking to get back into the law enforcement field in some aspect. Have plenty of experience from the military and some in the civilian sector. If it is part-time that is ok also and don't need to receive any medical benefits as have them from the military.

Skills

CDL B Operators License With Airbrakes And Hazardous Materials, Fork Lift Operator, Man Lift Operator.

Work Experience

Emergency Communications Dispatcher

ABC Corporation - January 2003 – December 2011

- Used software tools including NLETS, OLETS, and Computer-aided dispatch/records management system and geo maps.
- Questioned callers to determine location, nature of the problem, type of response needed.
- Dispatched calls for law enforcement, fire, ambulance.
- Dispatched units through a computerized dispatch system.
- Determined the response requirements and priorities of situations.
- Scanned status charts, computer screens.
- Operated a multi-channel radio console.

Emergency Communications Dispatcher

Delta Corporation - 2002 – 2003

- Dispatch EMS personnel, 17 rural fire departments, Washington County Coroners Office, USAR (TRT), and Department of Emergency Management personnel .
- Answer and maintain multi-line non-emergency and emergency phone lines, 911 trunks, and multiple radio channels averaging approximately 21,000 calls .
- Dispatcher for Fire Rescue and 911.
- Dispatching fire and rescue equipment to emergency scenes.
- Taking 911 calls for emergencies throughout the county.
- Past Assistant Fire Chief.
- Duties include Operates state police radio systems (including Criminal Information Network, National Criminal Information Network and .

Education

Bachelor of Health Sciences in Double Major Biology/Chemistry - (Southeastern Oklahoma State University - Durant, OK)