

## **Public Safety Communications Supervisor**

The Civil Service Commission of the City of Bridgeport is announcing an open competitive examination for a **Public Safety Communications Supervisor**. Each candidate must complete an application form supplied by the Commission and file it at the Office of the Commission. Resumes must be submitted before close of business on **Thursday, September 10, 2015**.

Excellent Benefit Package. Expected Salary Range: \$60,118 to \$67,769 per year; Salary for this position will start at \$60,118 per year.

**General Definition of Work:** This position reports directly to the Public Safety Communication Director. Performs difficult professional and technical work managing the day-to-day operations of Emergency Communications personnel on an assigned shift. Work is performed in a fast-paced 24/7/365 environment providing emergency services assistance. Scheduling flexibility and the ability to work rotating shifts, overtime and on-call hours are required. Ensures consistent interpretation and use of City/Departmental/Division policies to effectively serve the public and minimize liability. Performs the duties of a Public Safety Communications Specialist as needed. Performs related work as required and other duties per the request of the PSC Director, under the general supervision of the Director.

### **Qualifications:**

- High school diploma or education equivalency diploma.
- Three to five years experience working in a PSAP environment
- At least 3 years of experience as a supervisor in a high call volume fast paced communications center or similar environment
- Excellent writing and computer skills
- Knowledge of the principles of supervision, organization and management and the ability to apply such knowledge
- Working knowledge of police, fire and EMS
- Ability to work comfortably under pressure and respond to crisis situations with tact, professionalism, firmness and courtesy.
- Must possess or have the ability to obtain a valid driver's license to operate a motor vehicle in the State of Connecticut.
- Must pass physical examination including drug screen of controlled substances.
- Must pass background investigation.

**To Apply:** Please submit a resume to the Civil Service Commission office. You can email required document to [COB.Exams@bridgeportct.gov](mailto:COB.Exams@bridgeportct.gov) (use the subject line of "PSC SUPERVISOR") or mail your resume and cover letter to: Civil Service Commission, Attention: PSC, 45 Lyon Terrace, Room 106 Bridgeport, CT 06604

**Resumes must be submitted or postmarked no later than midnight on Thursday, September 10, 2015.**

CIVIL SERVICE COMMISSION, City Hall, 45 Lyon Terrace, Room 106  
Bridgeport, Connecticut 06604  
203-576-7103

An Equal Opportunity Employer M/F