

# HARLINGEN POLICE DEPARTMENT

PRESS RELEASE  
2016-0113

HONOR ◊ COURAGE ◊ INTEGRITY



<b>Job Title:</b>	<b>Public Safety Communications Officer II</b>
<b>Starting Pay:</b>	<b>\$ 10.7220 /hr</b>
<b>Department:</b>	<b>Police Services</b> <span style="float: right;"><b>04/08/2016</b></span>

#### JOB SUMMARY:

Dispatches and receives calls for police services and provides accurate and concise information in support of police field units to promptly respond to 911 calls ensuring the safety of officers. Assigns and broadcasts all police and fire calls, according to priority, to the nearest available field unit within geographic area of responsibility. Provides assistance to emergency services personnel by answering questions and researching information. Operates emergency and non-emergency equipment such as computer aided dispatch, printers, multi-button telephone system, and other systems. Maintains immediately available library of emergency reference material such as computer manuals, maps, wrecker logs, and other reference materials. Performs routine office tasks such as typing, filing, faxing, phoning and copying. Must be able to work nights, weekends and holidays

#### QUALIFICATIONS:

- High school diploma or GED or 6 months related experience.
- Able to complete state required certification within the first year of employment.
- Must be available for any shift.
- Able to type a minimum of 30 words per minute.
- Must be a U.S. Citizen
- Bilingual (English/Spanish) preferred.

#### PHYSICAL REQUIREMENTS:

Administrative work; sits at a desk to work. Involves occasional light lifting of 0 to 25 pounds.

**Applicant must successfully pass a criminal background check to include a drug and alcohol screening, a psychological test, and a Harlingen Police Department background investigation prior to employment by the City of Harlingen.**

#### BENEFITS:

The City offers excellent benefits including paid holidays, vacation, sick leave, health and life insurance, a retirement system and optional deferred compensation programs.

**HOW TO APPLY:** Applications are available at City of Harlingen City Hall, 118 E. Tyler, Harlingen, Texas 78550, City Website: [www.myharlingen.us](http://www.myharlingen.us)

THE CITY OF HARLINGEN IS AN EQUAL EMPLOYMENT OPPORTUNITY/DRUG FREE EMPLOYER



Chief of Police  
Jeffrey Adickes

Assistant Chief  
Michael Kester

Executive Staff

Deputy Chief  
Luciano Rubio

Deputy Chief  
Hector Leal

Interim Deputy Chief  
Ray Cavazos

Deputy Administrator  
Diane L. Sanchez

Public Information  
PIO Staff

Sergeant  
John Parrish

Sergeant  
David Osborne

Officer  
Larry Moore

Officer  
Orlando Gonzales



Harlingen Police Department  
1018 Fair Park Boulevard  
Harlingen, Texas 78550  
956.216.5401 – [www.myharlingen.us](http://www.myharlingen.us)

