



Our Future Starts  
With *You!*

**POSITION:** Telecommunicator (HELPS)  
**DEPARTMENT:** Albany County Sheriff's Department  
**SALARY:** \$48,525 (Plus overtime)  
**WORK LOCATION:** 26 Olive Street, Clarksville, NY

**BENEFITS:**

- ▶ Generous Paid Time-Off
- ▶ Health, Dental, Vision and Hearing
- ▶ NYS Retirement System
- ▶ Tuition Reimbursement
- ▶ Work-Life Balance
- ▶ Public Service Loan Forgiveness

**DESCRIPTION:**

Receives incoming emergency calls for police, fire and emergency medical services and dispatches appropriate equipment and personnel in response to calls. These duties involve the responsibility for receiving all emergency calls made to the various services and for dispatching the personnel and equipment in accordance with the location and nature of the situation. The work is performed in accordance with standards and rules under the general supervision of higher-level personnel. Sound judgment and the ability to perform duties calmly and efficiently in stressful and emergency situations are required of an employee in this class. Does related work as required.

**MINIMUM QUALIFICATONS:**

Graduation from high school or possession of a high school equivalency diploma.

**POINT OF CONTACT:**

Kimberly.desantis@albanycountyny.gov

**Candidates will not have to take an exam for this title.** This is a Hiring Emergency Limited Placement (HELP) Program-designated title. The HELP Program is a temporary program designed to help local government employers address current staffing issues. Traditionally, the titles filled under the HELP Program required job candidates to compete in a competitive exam to be considered for employment. For the duration of the program, this title will be classified as non-competitive and categorized as a "HELP Program" position. At the close of the program, this position will revert to competitive class status. Employees occupying positions filled through the HELP Program will be granted competitive class status without the need to participate in a competitive exam.

