

NOTICE OF JOB OPENING

--

Posting Begins	September 9, 2021	Posting Ends	November 3, 2021
-----------------------	-------------------	---------------------	------------------

Position Title	DISPATCHER II
-----------------------	----------------------

Department	Transportation	Division	
-------------------	----------------	-----------------	--

	New Position	X	Full-time	40	Hrs./Week
X	Replacement		Part-time A		Hrs./Week
	Seasonal Temporary		Part-time B		Hrs./Week

Location of Position	Fleet Center 5033 State Ave
-----------------------------	-----------------------------

BRIEF JOB DESCRIPTION: Unified Government Transit Department provides the following transportation services; fixed route transit service along major travel corridors, ADA paratransit service for persons with disabilities, senior paratransit service for individuals 65 years of age and older and home delivered meals through the Meals on Wheels program. The Dispatcher II helps facilitate these services through the following job duties: handling high volume of phone call and radio transmissions as well as sending written correspondence, working closely with other individuals and departments, sharing tasks with coworkers, and performing inter-departmental tasks, providing navigation guidance to clients and drivers, performing all other duties as assigned.

MINIMUM QUALIFICATIONS: High school diploma or GED or an equivalent combination of education and experience sufficient to successfully perform the essential duties of this position. Good customer, communication, computer, clerical, and multiple tasking skills. Must have good working knowledge of streets and destinations.

SUCCESSFUL APPLICANT IS REQUIRED TO TAKE PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN.

Salary Range	\$19.48/hr.	PI #	3932	Class. Code	0156
---------------------	-------------	-------------	------	--------------------	------

Extend 10/21/21

is the policy of the Unified Government not to discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, religion or creed, sex, age or disability. All applicants for this position who do not presently hold a safety sensitive position with the Unified Government will be required to submit to a drug test after successful bid and before actual appointment.

The United Government of Wyandotte County / Kansas City, Kansas is an Equal Opportunity Employer and values diversity in its workforce.

**MUST BE A RESIDENT OF WYANDOTTE COUNTY OR WILLING TO RELOCATE.
PUBLIC LAW REQUIRES ALL NEW APPOINTEES TO SUBMIT PROOF OF IDENTITY AND EMPLOYMENT ELIGIBILITY**