

ORANGE COUNTY, VIRGINIA

DEPARTMENT OF HUMAN RESOURCES

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POSITION ANNOUNCEMENT

Communications Supervisor

ORANGE COUNTY, VIRGINIA, is seeking a Communications Supervisor in its Emergency Communications Center. This position serves as a working shift supervisor to oversee and engage in the work performed by assigned Communications Officers. The position requires a High School Diploma or GED, which must be accompanied by at least three (3) years' experience in an emergency communications center. The ideal candidate should possess thorough knowledge of the various systems within an emergency communications center, including, but not limited to, radios, telephones, computer-aided dispatch, and emergency medical dispatch. The preferred candidate should possess certifications, or be able to obtain certifications, as described in the full Job Description. A competitive candidate will demonstrate an ability to remain calm and professional, speak clearly, and possess an impeccable work record. The position reports directly to the Emergency Communications Center Director. Refer to the full Job Description for a complete list of duties and special requirements.

Interested candidates should visit our website at orangecountyva.gov/Jobs.aspx or obtain an application package during regular business hours at the Orange County Administrator's Office, 112 W. Main Street, Orange, VA 22960; (540) 672-3313. This solicitation remains open until the position is filled. The hiring range is \$35,135 to \$56,216, DOQ. Excellent benefits package includes retirement, paid leave, life insurance, medical insurance, and more. Orange County is an Equal Opportunity Employer.