

DISPATCHER/JAILER
Education and Experience Questionnaire

This “Education and Experience” questionnaire must be completed as part of your application for the Dispatcher/Jailer position. Please describe your background regarding the following specific areas that relate to this position. Be thorough, as your eligibility rating for this position will be based on the information that you provide on this questionnaire. Attach additional pages if necessary.

1) LIST ANY POST-HIGH SCHOOL EDUCATION and/or TRAINING THAT YOU POSSESS THAT MAY BE RELATED TO THIS POSITION.

<u>School or Training Sponsor</u>	<u>Length of Study</u>	<u>Degree/Certification Received</u>
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2) LIST ANY WORK EXPERIENCE THAT MAY BE RELATED TO THIS POSITION.

<u>Employer</u>	<u>Length of Employment</u>	<u>Job Duties</u>
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3) OUTLINE YOUR EXPERIENCE PERFORMING THE FOLLOWING TASKS. BE SPECIFIC REGARDING THE WORK THAT YOU PERFORMED.

A) Using computers. Be specific regarding programs used and tasks performed.

B) Using telephone and/or radios to receive calls, provide information, and/or dispatch services.

C) Handling sensitive and/or confidential information and data.

D) Working in a high-stress environment that requires immediate critical, rational response.

E) Please list any type of medical training that you have received. (Examples: CPR, medication administration, First Responder, Nursing, etc.)

4) PLEASE NOTE ANYTHING ELSE IN YOUR BACKGROUND THAT MAY BE PERTINENT TO THE POSITION OF DISPATCHER/JAILER.

SIGNATURE: _____ DATE: _____