

COMMUNICATIONS OFFICER

CITY OF BAY MINETTE,
ALABAMA

**JOIN OUR
TEAM**

The City of Bay Minette is
accepting applications
for a Full-Time

Communications Officer

- This position answers multiple telephone lines, including E-911 communications & non-emergency calls
- Requires high school diploma or GED
- Must become certified as a “Telecommunicator” and Telecommunicator, Dispatcher” with the City of Bay Minette
- Knowledge and use of proper English grammar, vocabulary, and spelling
- Skilled in reading and interpreting maps accurately & quickly
- Ability to address the public firmly, courteously, and tactfully in emergency and non-emergency situations



**Rate of pay begins at \$17.46/hour,
depending on experience.**

***** Benefits *****

**2 Weeks Vacation Per Year
2 Weeks Sick Leave Per Year
(accrued by pay period)**

**14 Paid Holidays
Retirement Systems of Alabama (RSA)
BC/BS Medical Insurance
Delta Dental Insurance
Life Insurance**

**AirMed Air Transportation Coverage
Employee Wellness Program/Clinic
VSP Vision Insurance Available
Pool Membership
Employee Discount on Holly Hills Membership
and more!**

For More Information about the
City of Bay Minette, visit us at
cityofbayminetteal.gov

For information about the north Baldwin area, visit
the North Baldwin Chamber of Commerce at
northbaldwinchamber.com.

APPLY ONLINE

[HTTPS://CITYOFBAYMINETTEAL.
GOV/BAY-MINETTE/CAREERS](https://cityofbayminetteal.gov/bay-minette/careers)

OR IN PERSON

CITY OF BAY MINETTE
301 D'OLIVE STREET
BAY MINETTE, ALABAMA 36507

QUESTIONS?

CALL SHEMEIKA BROCK
HUMAN RESOURCES MANAGER
251-580-1605