

DISPATCH

CAREERS WITH THE FORESTRY COMMISSION

Dispatcher I

It is not your regular desk job. We guarantee it! A great way to start your public safety career! This position is an entry level position that has journey level training/development and career opportunities.

Receives reports of fires, smoke management, law enforcement requests and other emergency and non-emergency incidents. Assign and route appropriate fire suppression personnel through the use of a computer aided dispatch system, two-way radio and telephone. Monitors, maintains and accurately records dispatched personnel and their locations.

MINIMUM REQUIREMENTS

- Must be at least eighteen (18) years of age.
- Graduation from high school or equivalent and entry-level work experience in one of the following areas: communications, switchboard exchange operations, clerical accounting, billing or working with the general public.
- Willing to work day or night, rotating schedule, holidays and weekends.
- Must have basic computer proficiency.
- No felony convictions.
- Must successfully complete the Introduction to the National Incident Management System (IS-700) within the first 12 months of employment.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Active listener with strong customer service and communication skills.
- Demonstrate interpersonal skills in order to establish and maintain effective working relationships with co-workers, agency contacts, and the general public.
- Read, write and speak clear and concise English.
- Must have adequate hearing, manual dexterity and mental disposition in order to remain alert and perform all essential job functions.
- Must be able to remain in a stationary position, with limited physical mobility.
- Ability to react quickly, accurately and calmly when handling potentially stressful incidents.





BENEFITS OF STATE EMPLOYEES

State Benefits

The state of South Carolina offers eligible employees generous benefits, including health and dental insurance; retirement and savings plan options; and paid vacation and sick leave. Plus, work-life balance programs such as telecommuting and flexible work schedules are available to employees of some state agencies.

Eligible employees may enroll in health insurance, which includes prescription coverage and wellness benefits. Other available insurance benefits include dental, vision, term life insurance, long term disability and flexible spending accounts for health and child care expenses.

RETIREMENT BENEFITS

State employees are also offered retirement plan options, including defined benefit and defined contribution plans. Additionally, eligible employees may elect to participate in the South Carolina Deferred Compensation Program, which is a voluntary, supplemental retirement savings plan offering 401(k) and 457 plan options.

WORKPLACE BENEFITS

State employees may also be eligible for other benefits, including tuition assistance; holiday, annual and sick leave; and discounts on purchases, travel and more.

NOTE

The benefits above are available to most state employees, with the exception of those in temporary positions. Employees in temporary grant and time-limited positions may be eligible for all, some or none of these benefits as benefits are associated with each position type. For these positions, contact the hiring agency to determine what benefits may be available.

Affirmative Action

The South Carolina Forestry Commission (the Commission) is committed to a policy of equal employment regardless of race, sex, gender, age (40 and over), color, religion, national origin, disability, pregnancy, genetic information or military status (including reserves), or any other legally protected category under federal, state or local law.

Where can you search for Forestry Commission jobs?

For more information about job opportunities or to apply for job vacancies, visit the South Carolina Forestry Commission website at www.scfc.gov/about-us/careers/ or the SC Division of State Human Resources website at www.careers.sc.gov.

Contact Us

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