



JOB POSTING

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| Job Title: | Dispatcher |
| Location: | Richardson Service Ctr. |
| Department: | Transportation |
| Reports to: | Area Director |
| Pay/Grade: | \$ 28,656 <i>+(Commensurate w/ Education & Experience)</i> |
| Job Posting No: | 20170905-34 |
| Closing Date: | 09-18-17 |

Primary Purpose:

To perform dispatching and clerical support duties in the daily operations of a service center.

Qualifications:

Education/Certification:

- High School Diploma or equivalent (ex: G.E.D.)

Experience:

- Minimum of three (3) years as a school bus driver or two (2) years of experience as a dispatcher in a transportation related field.

Special Knowledge/Skills:

- Possess knowledge of the streets and highways in Dallas County
- Ability to read a Mapsco, and give drivers accurate directions to specific locations/routes
- Possess organizational and interpersonal skills

Complete Job description at <http://www.dcschools.com/careers>

Address All Application Materials to:

Dallas County Schools - Human Resources Department
8035 E. R.L. Thornton Freeway, Suite # 610, Dallas, TX 75228
Fax # 214-944-4564 | Email: jobs@dcschools.com