

# HENDERSON COUNTY SHERIFF'S OFFICE



*Sheriff Lowell S. Griffin*

100 North Grove Street  
Hendersonville, NC 28792



## Memo

To: All Interested Candidates

From: Sheriff Lowell S. Griffin

Date: May 20, 2025

Re: **Job Posting – Telecommunicator**

The Henderson County Sheriff's Office is currently accepting applications for Full Time Telecommunicator positions in the Henderson County E911 Center.

**Duties and Responsibilities:** Performs intermediate, technical work on an assigned shift dispatching law enforcement, fire, and emergency medical services to emergency and non-emergency calls for service. These functions include answering 911 and administrative telephone lines, operating a computer aided dispatch system, and communicating with responding units via radio.

**Qualifications:**

- High school graduate or the equivalent
- No experience required
- Must be 18 years of age at time of initial employment date
- Must be a US Citizen
- Must be able to work a varied work schedule including nights, holidays and weekends
- Obtain Telecommunicator certification by successful completion of Telecommunicator Training within one (1) year of employment as required by the North Carolina Training and Standards Commission, training provided.
- Testing and pre-employment screenings required for all finalist applicants.

Henderson County provides a competitive benefits package that includes medical, dental and prescription coverage, as well as an on-site wellness clinic, 401(k) and 457(b) plans, various voluntary insurance products and local government retirement. Employees have access to gym and workout areas as well as training opportunities for career enhancement.

To obtain an application, visit [www.hendersoncountync.gov/sheriff](http://www.hendersoncountync.gov/sheriff). Applications may be submitted in person at the Henderson County Sheriff's Office, 100 North Grove Street, Hendersonville, NC 28792, by fax to 828-698-4499 or via e-mail to [sheriffjobs@hendersoncountync.gov](mailto:sheriffjobs@hendersoncountync.gov).

The deadline for application is: Open until filled.

Starting Rate: \$23.50