

Cromwell Fire Dispatch

Justin R Lonergan
Dispatch Supervisor



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The Cromwell Fire District is accepting applications to create a hiring list for the position of Dispatcher. The Cromwell Fire District Communications Center employs a combination of full and part-time Dispatchers and provides emergency communication functions for the Cromwell Fire and EMS Departments. Preference will be given to candidates with active or previous experience in a Fire & EMS agencies, experience in Fire & EMS dispatching and those living within 20 miles of the Town of Cromwell. Candidates must be able to work flexible hours including evenings, overnights, weekends and holidays. A strong working knowledge of computers & typing is desired and the ability to multi-task between phones, radio and computer is essential. Candidates must also possess the ability to handle a high paced work environment, stressful situations, and have exceptional interpersonal skills.

Minimum Qualifications:

- High School Diploma
- International Academy of Emergency Dispatch (EMD/EFD/ED-Q) (Preferred)
- State of Connecticut Telecommunicator Certification (Preferred)
- CT EMR or Greater (Preferred)
- Ability to work 24+ hours per month

Essential job functions include but not limited to:

- Receive & process emergency calls for service using 911 system or routine phone lines
- Provide pre-arrival medical & Fire instructions to public via EMD & EFD Protocols
- Coordinate radio communications for Fire and EMS units and surrounding agencies
- Maintain information for Fire and EMS units indicating times and status, location
- Perform related administrative tasks including maintaining logs and address information
- Quality Assurance Functions is available to Dispatching Staff

Applicants may submit resumes for Part Time interest to:

Cromwell Fire District
Attn. Justin R. Lonergan
Communications Center
82 Court Street Cromwell, CT 06416