



# Northern Middlesex Regional Emergency Communications Center (NMRECC)

987 WHIPPLE ROAD  
TEWKSBURY, MASSACHUSETTS 01876-2796

HUMAN RESOURCES DEPARTMENT

(978) 640-4488  
FAX (978) 640-4302

## JOB POSTING

POSITION AVAILABLE: Fully Trained and Certified Reserve Public Safety 911 Dispatcher

QUALIFICATIONS: Candidate must have a High School diploma or equivalent; or any equivalent combination of education and experience. Candidates must possess certifications in EMD, Next Generation 911 systems through the MA State 911 Department, CPR and AED, IMC, and CJIS. Certification from APCO as a PST1 or equivalent is required. Candidate must also be trained to use TTY hearing impaired equipment. Candidate must possess the ability to handle multiple tasks, make fast-paced decisions, provide quality customer service, possess excellent oral and written communication skills, and be knowledgeable of technology and Microsoft Computer Applications. Preference will be given to candidates who are members of the MA Telecommunicator Emergency Response Taskforce (TERT). Must pass a stringent Criminal Background check and pre-employment process.

HOURS: On an as needed basis with most shifts occurring between 4:00pm – 12:00am and 12:00am – 8:00am but could also include 8:00am – 4:00pm.

HOURLY RANGE: The hourly range is \$28.56 – \$32.18. Candidates will be placed in the step that best matches their years of service as a fully trained 911 Emergency Dispatcher.

BENEFITS: None

POSTING DATES: From: October 7, 2025  
To: Until filled

TYPE OF POSTING: Open

Applications may be obtained online at [www.tewksbury-ma.gov](http://www.tewksbury-ma.gov) or at the Human Resources office on the 2<sup>nd</sup> floor of the Tewksbury Town Hall.

***Only applicants that submit a Cover Letter, Resume and completed NMRECC Dispatcher Application will be considered for this position.***

The NMRECC is an affirmative action equal opportunity employer.