

# HILLSDALE COUNTY CENTRAL DISPATCH

## Self-Screening

The following requirements need to be understood by all candidates for this position classification. Please answer the following questions and sign below.

1. Are you willing to work an irregular shift schedule during your probationary period in order to accommodate training needs? This may be one week working days with Monday & Tuesday off, and the next week midnights with Wednesday & Thursday off.

Yes \_\_\_\_\_ No \_\_\_\_\_

2. Are you willing to work weekends and holidays?

Yes \_\_\_\_\_ No \_\_\_\_\_

3. Are you willing to work any shift? (Days, Afternoons, Midnights)

Yes \_\_\_\_\_ No \_\_\_\_\_

4. Are you willing to accept last minute changes in your work schedule that might require you to cancel personal plans?

Yes \_\_\_\_\_ No \_\_\_\_\_

5. Are you willing to sign up for overtime?

Yes \_\_\_\_\_ No \_\_\_\_\_

6. Are you willing to take directions from a Supervisor in front of your peers?

Yes \_\_\_\_\_ No \_\_\_\_\_

7. You may be subjected to abusive and/or profane language on the phone or in person. Are you able to deal with it unemotionally and professionally?

Yes \_\_\_\_\_ No \_\_\_\_\_

8. Because you are working either an 8-hour, 10-hour, or 12-hour shift with paid breaks and lunch periods, there may be times when you are required to delay lunch and coffee breaks due to shift activity. Are you willing to delay or minimize breaks when necessary?

Yes \_\_\_\_\_ No \_\_\_\_\_

9. Are you able to deal calmly with angry or upset people when the problem is not your fault?

Yes \_\_\_\_\_ No \_\_\_\_\_

10. Are you willing to work under constant electronic surveillance that records movement, all radio traffic, and all telephone calls?

Yes \_\_\_\_\_ No \_\_\_\_\_

11. Are you able to comprehend that when you process a call incorrectly, that it could contribute to someone's property being lost or damaged or someone being seriously injured or dying?

Yes \_\_\_\_\_ No \_\_\_\_\_

12. Are you willing to be closely supervised and questioned routinely about why you followed a certain course of action, without taking it personally?

Yes \_\_\_\_\_ No \_\_\_\_\_

13. This job requires you to copy information as it is being received, simultaneously digest what you heard and respond immediately. Is this something you would be able to do?

Yes \_\_\_\_\_ No \_\_\_\_\_

14. Are you willing to be at a console that restricts your movements to a 6 foot radius, except for your break periods during an 8, 10, 12 hour shift?

Yes \_\_\_\_\_ No \_\_\_\_\_

15. Are you willing to wear a uniform?

Yes \_\_\_\_\_ No \_\_\_\_\_

16. Are you willing to read and study several hundred pages of manuals, complete homework assignments, fill in study guides, and take written tests during your training period?

Yes \_\_\_\_\_ No \_\_\_\_\_

17. Are you willing to deal with a crises call, where a child might have died, an officer injured, a woman assaulted, and set it aside and continue to calmly deal with an irate citizen complaining of a barking dog?

Yes \_\_\_\_\_ No \_\_\_\_\_

18. If you smoke, are you willing to go without a cigarette for an entire shift if necessary?

Yes \_\_\_\_\_ No \_\_\_\_\_

**IF YOU ANSWERED -NO- TO ANY OF THE ABOVE QUESTIONS, PLEASE RECONSIDER APPLYING FOR THIS POSITION.**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

This self-screening is intended for your use to help you determine whether you are making the correct decision in applying for the job of Telecommunicator at Hillsdale County Central Dispatch.