



## Job Posting

**JOB TITLE:** Dispatcher

**DEPARTMENT:** Operations

**REPORTS TO:** Manager of Operations

**FLSA STATUS:** Non-Exempt

**Jackson Purchase Energy Cooperative (JPEC)** is seeking a dispatcher to join our team. Ideal candidates must have strong interpersonal communication skills, ability to work under pressure, and be dependable.

This position conducts local and remote monitoring of the electric distribution system through tools including, but not limited to, SCADA, GIS, AMR, IVR, OMS and radio as required. Responds to outages and emergency situations, issues hold-cards, performs switching, etc. to prevent loss of or to restore electric service. Uses all available tools to ensure that the electric distribution system is trouble-free and operating at maximum efficiency. Creates reports as required. Assists in training of new dispatchers.

Must be able to work 12-hour rotating shifts, including days, evenings, weekends, and holidays. Must be able to work overtime, extended hours beyond normal shift and during emergencies (e.g. evenings, weekends, holidays, etc.) and be on call for work in all weather conditions.

Ability to communicate verbally with members in a courteous manner. Ability to sit for extended periods of time, regularly lift up to 25 pounds, occasionally over 50 pounds. Successful candidate must live within a 30-mile radius to JPEC, have a valid driver's license, maintain good attendance/punctuality record, travel, and participate in designated training programs when necessary.

### **Education/Experience Requirements:**

- Graduation from an accredited high school or equivalent required.
- Two or more years of dispatch experience in the transmission or distribution of electricity preferred.
- Experience in the transmission, receiving, and relaying of electronic information for utility, law enforcement, emergency medical, fire, emergency management, or military organization or as a multi-line telephone receptionist preferred.

JPEC offers competitive salaries and excellent benefits. Qualified candidates should submit their cover letter, resume, and three professional references.

Apply at <https://www.indeed.com/>. Please include three professional reference letters in your application.

JPEC is an equal opportunity employer