



**POSITION:** TWO (2) TEMPORARY PART TIME AMBULANCE COMMUNICATIONS OFFICERS  
**DEPARTMENT:** C.A.C.C. DISPATCH  
**SITE:** NBRHC – COMMUNITY SITE  
**HOURS:** ALL SHIFTS AS SCHEDULED  
**SALARY:** \$29.137 (Min.) - \$34.575 (Max.)

**Pay rate, benefits and other terms and conditions are as per the CUPE 139 Collective Agreement**

**Qualifications and Technical Competencies**

- Qualifications as per the North Bay Central Ambulance Communication Centre Performance Agreement required:
  - Must be 18 years of age or older
  - Must hold OSSGD or equivalent
  - Must be able to read, write and speak English language fluently
  - Valid first aid certificate
  - Valid CPR certificate
- College 911 Communications Course or Provincial Entry-to-Practice Training (ARISII) required (recent to 2 years)
- Recent ACO or emergency dispatching experience preferred
- Strong organizational skills required
- Excellent communication skills, both verbal and written required
- Excellent interpersonal skills and the ability to work collaboratively with all members of the health team required
- Demonstrated computer keyboarding proficiency (40 wpm/90% accuracy) required
- Ability to work with minimal supervision required
- Medical terminology is an asset
- Good attendance and work record required
- Must demonstrate commitment to ensure your safety, the safety of fellow workers, patients, volunteers and visitors
- Must support and contribute to a culture of safety and prevention of adverse health events in this organization
- Job offer conditional upon successful completion of Criticall dispatcher testing. (for further information visit [www.Criticall911.com/test\\_description.html](http://www.Criticall911.com/test_description.html))
- Bilingualism (Advanced level English/French) is required (see note)\*\* **All unilingual candidates are encouraged to apply and may be considered if there are no successful bilingual candidates.**

**\*NOTE: A formal French test will be conducted to evaluate the proficiency level.**

**Criminal Reference Check including the Vulnerable Sector Check: recent, within three (3) months is a requirement**

**To apply, submit your resume and covering letter to [careers@nbrhc.on.ca](mailto:careers@nbrhc.on.ca)**

**Human Resources**

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P.O. Box 2500  
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Fax: (705) 495-7977

*We are an equal opportunity employer. We thank all applicants for their interest. An acknowledgement will be sent only to those candidates who will be interviewed.*