

Radio Operator

Ohio Turnpike – Berea, OH



The Ohio Turnpike & Infrastructure Commission is seeking a Radio Operator to work in our Communication Center in our Safety Services Department at the Administration Building in Berea, OH. Please consider bringing your experience, talents, and goals to one of Northern Ohio's vital resources and join the future of transportation.

If you are interested in working with us, here is some of what we can offer you:

- Starting rate of pay is **\$22.12 per hour**. Annual step increases up to a current maximum rate of \$26.85.
- Medical, Dental, Vision and Prescription Benefits with employee contributions
- Company paid Life, Optional Life, AD&D, and Supplemental Insurance offered
- Participation in the Ohio Public Employees Retirement System (OPERS)
- Voluntary Deferred Compensation Plan participation
- Tuition Reimbursement Program
- Complimentary Parking
- Direct Deposit

Main Job Duties:

- Radio Operators operate computer-based dispatch and associated communication and data entry equipment according to programmed instruction and routine.
- Coordinate emergency response effort with Ohio State Highway Patrol (OSHP), OTIC maintenance facilities, Emergency Medical Services (EMS), Fire Departments (FD), Disabled Vehicle Services (DVS) upon reports of a vehicular accidents, personal injuries / illnesses, unusual incidents, etc.
- Inform Commission staff of all unusual emergency situations and/or incidents within the prescribed notification system set forth by the Safety Manager.
- Maintain comprehensive radio logs and prepare necessary reports.
- Report communication and toll equipment breakdowns to the Commission's personnel or maintenance contractor.
- Performs any other duties that may be assigned by the Operation Supervisor and/or the Safety Services Manager.

(*) Developed after employment

Education and Experience:

- High School diploma or GED. Valid Class "D" Driver's License.
- Working knowledge and/or experience with computer-based communication and data entry equipment; changeable message signs and video surveillance systems is preferred.
- Computer-aided dispatch (CAD) experience preferred, but not required.
- Ability to type a minimum of 40 wpm with a high level of accuracy.
- Working knowledge of Microsoft Office, especially MS-Word and MS-Excel.
- Must have a clear speaking voice.
- Proficient in reading, writing with the English language.
- Able to work with little or no supervision.
- Willingness to work modified shifts.

Unusual Working Conditions:

- Shifts may be modified to cover radio operators who are on leave.
- Subjected to stressful situations (i.e. first responder for vehicular accidents, personal injuries/illnesses, unusual incidents, etc.).
- High regard for attention to detail.
- Security and confidentiality of data files is of highest level of importance.
- Work involves sitting for prolonged periods of time.

Equipment unique to this position:

- Multi-Agency Radio Communication System (MARCS)– OTIC
- Toll Plaza intercom communication system
- Computer-based dispatch console system
- Computer-based applications for generating logs, reports
- Computer-based card access/door entry system
- Computer-based communication system for portable changeable message boards (PCMB)
- VoIP telephone system
- Computer-based video monitoring system
- Computer-based weather monitoring system
- Remote alarm monitoring system

Work location and Hours of Work

The Ohio Turnpike and Infrastructure Commission Administration Building, 682 Prospect Street, Berea, OH, 44017. Shifts may vary based on a 24-hour day/7 day a week work schedule. Must be flexible and able to work modified shifts / overtime as necessary pursuant to operational need. **Position currently available is an afternoon shift.** Shifts are bid annually based on Seniority.

Application Process

Those interested may apply [HERE](#). This link will redirect you to the Online Application site.

Applications will be received until position is filled.

The Ohio Turnpike & Infrastructure Commission provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.