



# City and Borough of Sitka

*Coast Guard City, USA*

Human Resources

100 Lincoln Street • Sitka, Alaska 99835

Phone: (907) 747-1816 email: [hr@cityofsitka.com](mailto:hr@cityofsitka.com) fax: (907) 747-1846

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**CITY AND BOROUGH OF SITKA POLICE DEPARTMENT - DISPATCH AND RECORDS CLERK** – Police Department establishing a hiring list – F/T with benefits, including 100% employer-paid health benefits (medical, dental and vision) for employee and dependents. No serious criminal record, high school diploma or GED, ability to type 35 WPM. Selection process includes testing and background check.

On-site view of job specifications encouraged and can be scheduled by contacting Lyn at 747-3245. For complete job description and application [www.cityofsitka.com](http://www.cityofsitka.com). Call 747-1816 or email [hr@cityofsitka.org](mailto:hr@cityofsitka.org) with any questions. Open until filled. EOE.