

CITY OF NEWPORT, RHODE ISLAND

NOW HIRING

PUBLIC SAFETY DISPATCHER (CIVILIAN)

POSITION OVERVIEW

The City of Newport, Rhode Island is accepting applications for the position of **Public Safety Dispatcher** with the Newport Police Department.

Public Safety Dispatchers serve as a critical link between the public and emergency responders, handling emergency and non-emergency calls and coordinating police response.

COMPENSATION & BENEFITS

Salary: \$49,849 – \$58,359 annually (July 1, 2023 rate)

Work Schedule: 40 hours per week, rotating shifts including nights, weekends, and holidays

Benefits: Full benefits package offered, including health, dental, retirement, and leave

APPLICATION PERIOD

September 10, 2026 – September 25, 2026

HOW TO APPLY

Apply online at: www.policeapp.com

Search: **City of Newport, RI – Public Safety Dispatcher**

MINIMUM REQUIREMENTS

Applicants must meet the following:

- Must be at least 18 years of age by September 25, 2026
- High school diploma or GED required

- Must be a U.S. citizen or authorized to work in the United States
 - Veterans claiming preference must submit a DD-214
 - Must obtain NCIC/RILETS certification after appointment
 - Ability to work in a fast-paced emergency communications environment
 - Strong verbal and written communication skills
 - Ability to multitask and remain calm under stressful conditions
 - Proficiency with computers, data entry, and office software
 - Working knowledge of or ability to learn public safety communications procedures and Newport geography
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HIRING PROCESS

Application Submission

Submit application through PoliceApp.com by the application deadline.

Written Examination

Expected the week of September 28, 2026.

Minimum passing score: 70%

Oral Board Interview

Conducted by Newport Police Department officials. Only top qualified candidates will be invited.

Background Investigation

Comprehensive background check conducted by the Newport Police Department.

Psychological Screening

Required for candidates selected to continue in the process.

ELIGIBILITY LIST

Successful candidates will be placed on the City of Newport's two-year eligibility register for future employment consideration.

CONTACT

Questions regarding this position:

HR@newportri.gov

EQUAL OPPORTUNITY

The City of Newport is an Equal Opportunity and Affirmative Action Employer.