Posting Date: November 4, 2026

Closing Date: November 18,2026

TROOP H HEADQUARTERS

CAREER OPPORTUNITY BULLETIN

JOB ID: 3121

RADIO PERSONNEL JOB FAMILY

POSITION AVAILABLE: Communications Operator Apprentice

SALARY RANGE (semi-monthly): The minimum starting salary for a Communications Operator Apprentice is $1,818.00.

OFFICIAL DOMICILE: St. Joseph, Missouri

POSITION DESCRIPTION: Must be at least eighteen years of age, but less than twenty-one years of age at the time of employment. This is a specialized position where the employee performs various functions related to the desk operation and the operation of the Patrol's telephone communication system at the troop headquarters. Duties include answering emergency and nonemergency telephone calls from the public and other law enforcement entities and accurately retrieves and disseminates information within assigned computer systems and databases (e.g., (MULES, NCIC, NLETS, DOR, ALERT, REJIS, etc.) in accordance with expectations and training. An employee is also accountable for accurately relaying and/or disseminating information to appropriate personnel in accordance with expectations and training. The employee is required to perform shift work (e.g., evenings, weekends, and holidays). This position is classified as non-exempt under the Fair Labor Standards Act.

Click HERE for a more detailed job description.

APPLICATION PROCEDURE: Individuals, including current Patrol employees, interested in this position must visit our website at https://statepatrol.dps.mo.gov/careers to complete and submit an application prior to the application deadline. Positions requiring educational qualifications require all interested applicants to upload a copy of their college transcripts to the online application system. Resumes will not be accepted in lieu of the application. Individuals who have previously completed an application must access their profile in the system to re-apply.

Interviews will be scheduled as applications are reviewed.

ADDITIONAL INFORMATION: Final selection may be based upon several factors, e.g., results of an oral interview, written examination or exercise, review of past work performance, performance evaluations, and/or candidate's possession of the knowledge, skills, and abilities deemed necessary for successful performance in the job.

Once a job offer has been made, employment with the Missouri State Highway Patrol is contingent upon the successful results of a background investigation and Patrol administered drug test. The Missouri State Highway Patrol is a Drug Free Workplace.

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Some Patrol duties relate to criminal activity. Therefore, employees may be exposed to written material, photographs, and/or verbal language of a sexual nature. The requirements of this position are not intended to create a hostile work environment; however, it is work of an extremely sensitive nature. A copy of the Missouri State Highway Patrol policy on sexual harassment is available upon request.

To be eligible for employment with the Patrol, applicants must meet all dress and appearance requirements. Click HERE for more details about dress and appearance requirements.

EEO STATEMENT: The Missouri State Highway Patrol is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability.

FACILITATOR: Amanda Ratcliff