

2006 MUNICIPAL ELECTIONS

Elections Worker Application

City of Niagara Falls - Monday November 13th



ALL APPLICATIONS MUST BE SUBMITTED IN PERSON TO THE CITY CLERK'S OFFICE

Niagara Falls, City Hall - 4310 Queen Street, Niagara Falls, ON L2E 6X5
(Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m.)

The City of Niagara Falls is currently recruiting workers for the following positions:

VOTE TABULATING OFFICER (\$140)
<ul style="list-style-type: none">▶ Setting up the use of the Vote Tabulating machine▶ Feeding ballots into the tabulator▶ Responsible for the tabulation of results at the close of the poll only▶ Responsible for transmitting the results to City Hall▶ Opening and closure of voting place▶ Custody and control of Vote Tabulating Machine▶ Transport ballot box(s) and Vote Tabulator back to City Hall.▶ Attending at least one training session
DEPUTY RETURNING OFFICER (\$160)
<ul style="list-style-type: none">▶ Custody and control of ballots for the voting subdivision▶ Custody and control of Voter's List for the voting subdivision▶ Receive certified "Appointment of Voting Proxy" forms▶ Complete "Deputy Returning Officer Ballot Statement" form▶ Initial all ballots before distributing▶ Custody and control of secrecy folders▶ Locate electors names on the Voter's List▶ Ensure names of voters are crossed off the Voter's List and voting count maintained▶ Attending at least one training session
ELECTION ASSISTANT (\$140)
<ul style="list-style-type: none">▶ Direct voters to the appropriate ballot station▶ Demonstrate the manner in which ballots are to be completed▶ Issue and assist voters in completing "Application to Amend Voter's List"▶ Assist, or act as Vote Tabulating Officer, as required▶ Secure voting place at closing▶ Administer any required Oral Oath to assist an elector▶ Attending at least one training session
POLL CLERK (\$140)
<ul style="list-style-type: none">▶ working at the polling place for at least 10 consecutive hours▶ to assist the Deputy Returning Officer▶ set up and maintaining the poll for the purpose of the election▶ maintaining the polling list / crossing the names of those who voted off of the list▶ may administer oath if necessary▶ opening and closing of the poll at the prescribed times▶ attending at least one training session.



**Election Day - Monday November 13, 2006
Employment Application - External**

2006 Municipal Elections

APPLICATION INFORMATION			Position Reference
Last Name:	First Name:		
Address:		Unit No.:	
City:		Postal Code:	
Home Phone:	Business Phone:	Cell Phone: (optional)	

VTO		
DRO		
POLL CLERK		
ELECTION ASSISTANT		

QUESTIONNAIRE		
Are you eligible to work in Canada?	Yes	No
Do you have sole use of car on Election Day?	Yes	No
Are you a candidate, a candidate's family member or a person working on a candidate's campaign?	Yes	No
Are you willing to work in a Special Needs Location? (shelter, nursing home, etc.)	Yes	No
Have you worked an Election before?	Yes	No
Are you now, or will you be, at least 18 years of age on or before November 13, 2006?	Yes	No
Are you able to lift and carry items weighing approx. 25 lbs?	Yes	No
Language(s) Spoken:		
I am aware of the time commitment, responsibilities and training involved with this position.		
Applicant's signature: _____		Date: _____

FOR OFFICE USE ONLY	
Location:	Polls:
Position Assigned:	Initials:

The personal information on this form is collected under the authority of the Municipal Elections Act, S.O. 1996, c. 32. The information is used to process your application for an Election Day Position and for aggregate statistical reporting. This document is created and will be maintained as a public record. Inquiries about this collection can be directed to the Assistant Returning Officer at Niagara Falls City Hall, 905-356-7521 ext. 4342.