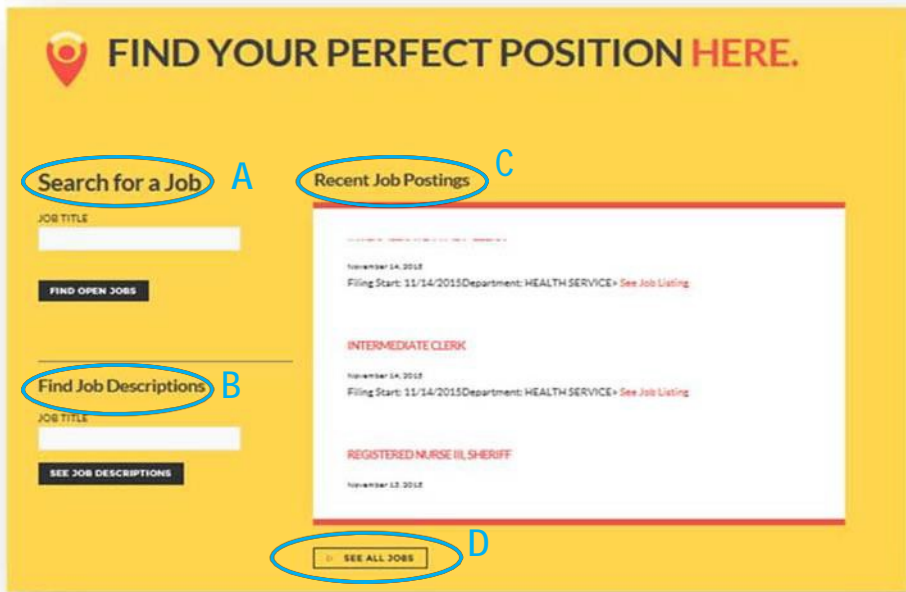




INTERESTED IN WORKING FOR REGISTRAR-RECORDER/COUNTY CLERK?

JOB OPPORTUNITIES

JOB NAME	JOB NUMBER	HOURLY PAY	SELECTION REQUIREMENTS
CLERK, NC	E9304P	\$15.00	No training or experience is required.
ELECTION ASSISTANT I, NC – ASSISTANT TRAINER	E9312G	\$17.55	Three (3) months of full-time experience assisting in conducting training classes, seminars or workshops, or in video production.
ELECTION ASSISTANT I, NC – CLERICAL	E9312H	\$17.55	Three (3) months of full-time experience performing general clerical functions, such as typing, data entry, filing, and/or servicing customers by phone, in person, or via email.
ELECTION ASSISTANT I, NC – ELECTION	E9312E	\$17.55	Three (3) months of full-time experience in election related activities.
ELECTION ASSISTANT I, NC – WAREHOUSE	E9312F	\$17.55	Three (3) months of full-time experience in a warehouse loading and unloading supplies and other materials.
ELECTION ASSISTANT II, NC – CLERICAL	E9313E	\$22.91	Six (6) months of full-time experience performing general clerical functions, such as typing, data entry, filing, and/or servicing customers by phone, in person, or via email.
ELECTION ASSISTANT II, NC – ELECTION	E9313F	\$22.91	Six (6) months of full-time experience in election related activities.
ELECTION ASSISTANT II, NC – IT TECH SUPPORT	E9313G	\$22.91	Six (6) months of full-time experience configuring, installing, and testing personal computers and printers.
ELECTION ASSISTANT II, NC – TRAINER	E9313D	\$22.91	Six (6) months of full-time experience conducting training classes, seminars or workshops, or in video production.
ELECTION ASSISTANT II, NC – TRUCK DRIVER	E9313H	\$22.91	Six (6) months of full-time experience driving a truck in pick-up or delivery service. -AND- <i>A valid CA Class "C" Driver's License is required in addition to the above selection requirement. Please see "Selection Requirement" on bulletin for details.</i>
ELECTION ASSISTANT III, NC	E9315C	\$32.48	One (1) year of full-time staff experience (see bulletin for staff experience definition). -OR- One (1) year of full-time prior election experience.



Scroll down to locate the “*Find Your Perfect Position Here*” section. The following options will help you find the open job opportunities and information about any specific position:

- A. *Search for a Job* - to find open job opportunities by title;
- B. *Find Job Descriptions* - to view all opened and closed job classifications;
- C. You may click any job title inside the “*Recent Job Posting*” box
- D. *See All Jobs* – to find all open job opportunities

HOW TO CREATE AN ACCOUNT

(To be able to apply for job opportunities)

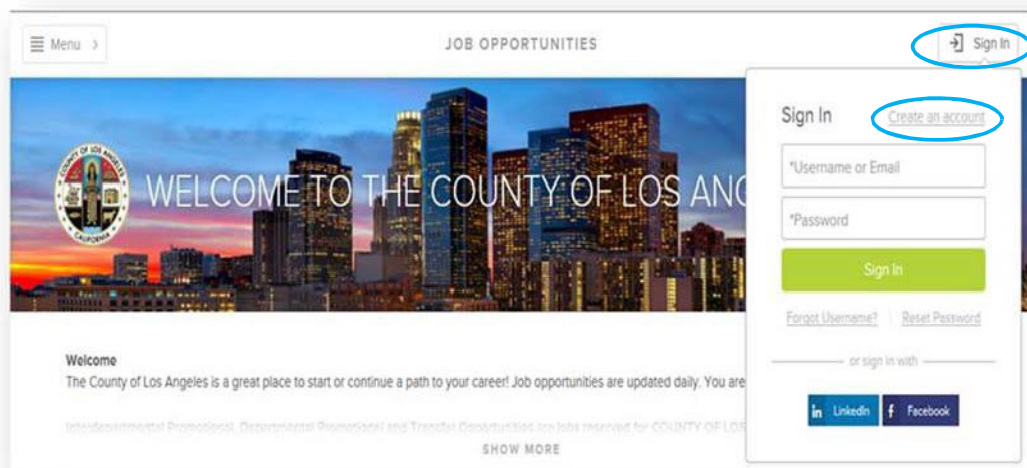
Step 1: Click on any of the following buttons to create an account:

- Find Open Jobs
- See Job Description
- See All Jobs

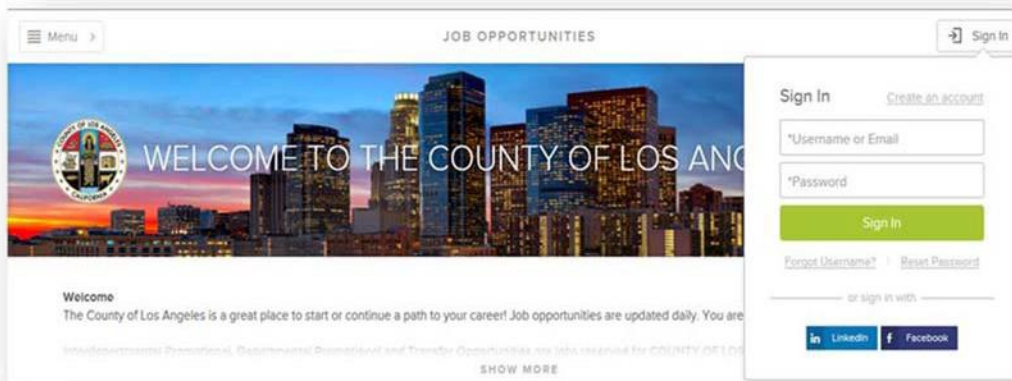
Step 2: Click on *Sign in* located at the top right side of the screen.

Step 3: Click on *Create an account*

Step 4: Complete the requested information, and then click on *Create*



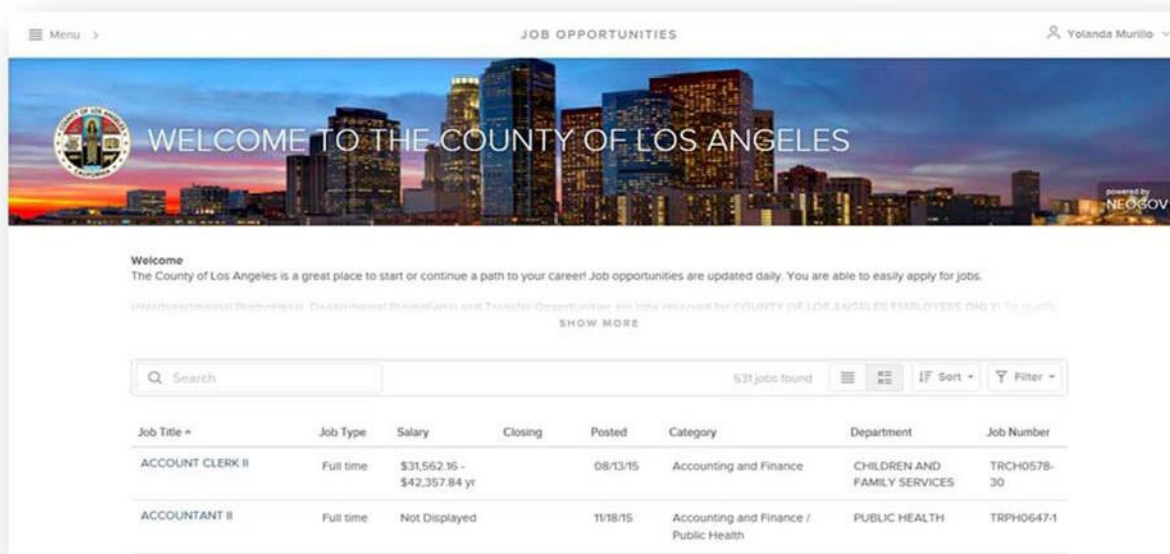
HOW TO APPLY FOR A JOB



Step 1: After an account has been created, click on *Sign In*

Step 2: All open job opportunities will be displayed

Step 3: Search for or select the desired job title to display the job description and click on *Apply**



* Some jobs may not have the *Apply* button. Please read the bulletin for further information.