



Hamilton

**Application for Election Employment – Highschool
City of Hamilton Municipal Election 2022**

Please Print Clearly

Surname	First Name	
Address	City	Postal Code
Daytime Telephone Number	Evening Telephone Number	
Cell Phone Number	E-mail address	

1. Do you have access to transportation on Election Day, Monday, October 24, 2022? ☐ Yes ☐ No
4. Are you willing to work anywhere in your ward? ☐ Yes ☐ No
5. Are you willing to work anywhere in the City of Hamilton? ☐ Yes ☐ No
6. Please list languages that you can speak and read:
1. _____ 2. _____ 3. _____
7. Are you 16 years of age or older? ☐ Yes ☐ No
8. Are you willing to be a stand-by for Election if no other positions are available? ☐ Yes ☐ No

Please note that this application does not guarantee placement. If selected for an election position you will be notified by e-mail and letter of your location and the date of your training session. If selected you will be placed as either Screener/Greeter or Screener/Cleaner.

If appointed I understand that I am required to attend a mandatory training session, and that I am responsible for my own transportation to and from my assigned polling location.

*****Training will take place in September or early October online. You will be contacted with specific details closer to that time.**

Vaccine Verification – As a condition of employment you are required to provide proof that you are fully vaccinated or provide proof of valid exemption satisfactory to the employer prior to your start date. You must acknowledge and agree to comply with any future vaccine policy requirements as an ongoing condition of employment at the City of Hamilton.

I certify that the statements made in this application are true and correct to the best of my knowledge. I agree that any misrepresentation may cause the withdrawal of any job offer.

Signature _____ Date _____

Applications are to be returned to: E-mail: elections@hamilton.ca
In person: Office of the City Clerk
Election Office at City Hall
71 Main Street West, 1st floor,
Hamilton, Ontario L8P 4Y5

For City of Hamilton Office Use Only		
Date Received	Received By	Hired Yes <input type="checkbox"/> No <input type="checkbox"/>
Position	Location Ward # _____ Sub # _____	Training Date

Personal information on this form is collected under the authority of the Municipal Act, 2001, S. 270. The information is being collected to assess your suitability for a position with the Elections Office, City of Hamilton and for no other purpose. If you have any questions about this form, please contact Aine Leadbetter, Manager Elections Print and Mail at 905-546-2424 x2753 or by email at aine.leadbetter@hamilton.ca

Municipal Election 2022 Job Descriptions

GREETER/SCREENER (G/S) (\$200)

- Should be at or outside of main entrance
- First point of contact for voters
- Should assist with directing to the polls/assisting with doors as required
- Will (likely) be required to ask COVID screening questions before allowing voters to enter the poll
- Can verify that voters are in the correct location/have VINs and ID ready if lineups exist
- Will assist with parking duties should issues arise
- Assists in the setting up and closing of the voting location

Required

- Excellent inter-personal and communication skills
- Ability to follow direction
- At least 16 years old
- No previous Election experience required

SCREENER/CLEANER (S/C) (\$200)

- Should be inside the building, just outside of the poll
- Second point of contact for voters
- To help streamline the process, these individuals will ask voters if they have their Voters cards and ID, ensuring that they have them ready for when they approach the Election Assistant table
- If lineups exist, they will ensure chairs are available for those who may require them
- Responsible for disinfecting/cleaning as required, ensuring 2m distance maintained
- Assists in the setting up and closing of the voting location

Required

- Excellent inter-personal and communication skills
- At least 16 years old
- Ability to follow direction
- No previous Election experience required