

Logic and Accuracy Testing – Test Voter (Temporary Position)

Location:	Butler County Board of Elections 1802 Princeton Rd. Suite 600
Hours:	8:30 a.m. to 4:30 p.m., Monday through Friday Please note additional overtime hours possible
Status:	Temporary Employee
Date Start:	Monday, March 26, 2018
Date End:	Friday, April 20, 2018
Hourly Pay:	\$15/hour plus overtime pay

Job Summary

Temporary position with the Butler County Board of Elections to help with logic and accuracy testing of voting equipment for the May 8, 2018 primary election. Position will involve detailed, step-by-step process of programming voting units and test voting ballots on each unit. Work involves long hours on feet and requires attention to detail.

Summary of essential job functions

- Encoding ballots onto voter access cards from electronic poll books and voting units.
- Following step-by-step instructions to load memory cards, run printer tests, and manually vote ballots on each voting unit.
- Complete paperwork verifying key technical information on each unit and securing each unit for transport.

Abilities required

- Able to spend long hours standing on concrete floor.
- Attention to detail an absolute must.
- Able to follow step-by-step instructions with little direct supervision.
- Fast learner.

About the Butler County Board of Elections

The Butler County Board of Elections commits to promoting civic participation and a stronger democracy by ensuring every resident of Butler County, Ohio the right to vote in an election system that is free, fair, open and honest. Embracing Federal and State Laws governing the administration of elections, the Butler County Board of Elections will:

- maintain an accurate list of citizens who are qualified to vote;
- encourage every eligible voter to participate effectively;
- use equipment that reliably clarifies and registers the voter's choice;
- handle all elections in a transparent and fair way; and
- operate with equal effectiveness for every citizen of our community.

The Board of Elections will carry out this commitment and accomplish this mission through active and responsible leadership, efficient and effective service delivery, and professional, fiscally conservative, and resourceful management.

To Apply:

Submit a resume with references to Resume1@butlercountyohio.org or mail to Butler County Board of Elections, 1802 Princeton Road, Suite 600, Hamilton, OH 45011. No phone inquiries please.

Application deadline is Friday, February 9, 2018.