

ELECTION OFFICIAL APPLICATION

The Town of Mukwonago is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, age, sex, religion or national origin

How did you find out about the position?			
First Name	M.	Last Name	Suffix
Address		City	State
Daytime Phone		Cell Phone	
E-Mail			Birthdate
1. Please indicate party affiliation: <input type="checkbox"/> Democratic <input type="checkbox"/> Republican <input type="checkbox"/> Unaffiliated			
2. Have you ever served as an election official? <input type="checkbox"/> Yes <input type="checkbox"/> No			
3. I would like the following special considerations, if possible (Examples: to work with specific other individuals, to work at a particular polling site, to be able to leave the site for mealtimes, accessibility needs etc.):			
Have you ever been convicted of any violations of law other than minor traffic violations? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, for what have you been convicted, when, where and penalty imposed?			
Note: Convictions are not an automatic bar to employment, but are reviewed in relation to the job for which you applied. Convictions not reported may be cause for discharge.			

CAREFULLY READ THIS APPLICATION AND YOUR ANSWERS AND THE CERTIFICATION AND AGREEMENT BELOW BEFORE SIGNING. APPLICANT'S CERTIFICATION AND AGREEMENT

I certify that answers given herein are true and complete to the best of my knowledge. I understand and agree that any misstatements or an omission of material fact herein subjects me to disqualification or dismissal.

I also understand that covered employees are compensated for overtime work in accordance with the Fair Labor Standards Act. Applicants should discuss overtime pay practices with the appointing authority prior to accepting employment with the Town of Mukwonago.

SIGNATURE OF APPLICANT

DATE

Thank you for completing this application and for your interest in employment with us. We would like to assure you that your opportunity for employment with the Town of Mukwonago will be based on your merit and qualifications and no other consideration.

HOW TO BECOME AN ELECTION INSPECTOR

What is an Election Inspector?

Election Inspectors are the gatekeepers of Democracy and are vital to efficient, honest and fair elections. Election Inspectors are also called “poll workers”.

What do Election Inspectors do?

Election Inspectors are responsible for election procedures in the polling location to which they are assigned. These procedures include helping to open the polls, registering voters, issuing ballots, providing assistance to voters, explaining the use of voting equipment and closing the polling location.

What is the training and time commitment involved with being an Election Inspector?

Training is provided by the Town of Mukwonago Clerk. This training will provide the necessary information and knowledge to be a successful Election Inspector. On Election Day, inspectors will start at 6:30 a.m. and work until the end of the day and completion of their duties.

The following is required to be an Election Inspector:

- **Be a qualified elector in Waukesha County.**
- **Be an adult citizen of the United States who has resided in the Village of Mukwonago for not less than 10 days and is not otherwise disqualified from voting.**
- **Be able to speak, read and write fluently the English language.**
- **Have good hearing, can sit for long periods of time, efficient in finding names and numbers in the poll books, good penmanship.**
- **Have strong clerical skills, be able to solve problems and be an effective communicator.**
- **Work as a team.**
- **NOT a candidate for any office being voted on at the polling location during the election.**
- **Enjoy people and service to others.**

If you are interested in becoming an Election Inspector, please fill out the Election Inspector Application and return it to:

**Mukwonago Town Hall
W320 S8315 Beulah Rd
Mukwonago, WI 53149**

**Please call with any questions
262-363-4555
Fax 262-363-8377**