



## City of Auburn Election Worker Application

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address (if different from physical address): \_\_\_\_\_

Email Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Are you enrolled in a political party? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, which party? \_\_\_\_\_

Are you currently employed and if so, what is your current occupation?

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Previous work experience:

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Education, qualifications, and experience:

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Briefly describe why you would like to serve as an Election Official:

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**PLEASE NOTE: Pursuant to Title 21-A §504, the following may not serve as election officials:**

- An employee of a party or candidate;
- A person having a direct pecuniary interest in the result of a referendum question; or

- A candidate or member of the candidate's immediate family, in the electoral division from which the candidate seeks election.

**Which position(s) would you be interested in working? A brief description of each position is on the last page of this application.**

- Warden** (must work full day)
- Ward Clerk** (must work full day)
- Election Clerk**
  - All day (6:00 A.M. to close)
  - 6:00 A.M. to 2:00 P.M.
  - 2:00 P.M. to close
- Deputy Registrar**
  - All day (6:45 A.M. to approximately 8:00 P.M.)
  - 6:45 A.M. to 1:30 P.M.
  - 1:30 P.M. to approximately 8:00 P.M.
- Processing Absentee Ballots**

**Mandatory training is provided for all positions (except for processing absentee ballots)**

I certify all the information set forth is true and I understand that falsification may be considered sufficient cause for the City of Auburn to refuse to hire me as an election worker.

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Signature of Applicant

**INFORMATION RELEASE**

I hereby authorize bona fide representatives of the Auburn Human Resources Department and/or the Auburn Police Department to do a security background check.

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Date

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Signature

**RETURN APPLICATION TO:**

THE OFFICE OF THE CITY CLERK  
60 COURT STREET  
AUBURN, MAINE 04210

**Wardens**

The Warden is responsible for overall operation of the polling place, with the assistance of the Ward Clerk, who is second in command. Wardens must be a U.S. citizen, at least 18 years of age, be a registered voter in Auburn and must be available to work the whole day without leaving the polling place, beginning at approximately 5:30 A.M. until the polls close and tallying is complete. A Warden may not be an officer of a municipal committee of a political party.

**Ward Clerks**

The Ward Clerk is responsible for assisting the Warden with the overall operation of the polling place. Ward Clerks must be a U.S. citizen, at least 18 years of age, be a registered voter in Auburn and must be available to work the whole day without leaving the polling place, beginning at approximately 5:30 A.M. until the polls close and tallying is complete. A Ward Clerk may not be an officer of a municipal committee of a political party.

**Election Clerks**

Election Clerks must be U.S. citizens, at least 18 years of age, and a registered voter of Androscoggin County, with first preference given to Auburn residents. Auburn residents who are 16 years of age and conditionally registered to vote may also qualify to serve as Election Clerks. Duties are handing out ballots, checking off names on the incoming voter list, monitor the ballot box, and assist in the opening and closing process. Hours are 6:00 AM until after the polls close at 8:00 pm and tallies are complete. Split shifts may be available from 6 AM to 2 PM or 2 PM until close.

**Deputy Registrars**

Deputy Registrars must be a resident of Maine and are responsible for voter registration and registration issues that arise at the polls. Hours are 6:45 AM to close (8:00 or 8:30 PM). Split shifts may be available 6:45 AM to 1:30 PM and 1:30 PM to close (8:00 or 8:30 PM).