

THE CENSUS BUREAU IS HIRING NOW

To schedule an appointment to take the employment test, contact your Local Census Office by calling the toll-free jobs line at **1-866-861-2010**, or visiting the jobs web site: www.2010censusjobs.gov

Bilingual candidates urged to apply.

Please DO NOT mail or e-mail any application materials to the U.S. Census Bureau. Your application will NOT be processed if it is submitted by mail or by e-mail. All application materials MUST be submitted in person at the time of testing.

You will be provided with all necessary forms to apply for a census job at the testing session. However, you may print and complete the forms found on the website, and bring them with you to your scheduled testing session.

COMMUNITY

The Census Bureau needs your help to conduct the 2010 Census. While working on the 2010 Census, you will be representing your community and they will depend on you to do your best for them. Help your community by applying for one of these jobs NOW.

DUTIES

We need local residents for a variety of exciting opportunities, including interviewing, office administration, and supervision. A large part of these jobs involve dealing with the public. Most of the jobs are in the field, and require you to locate and interview households. **The information you collect is confidential and must not be disclosed to anyone who has not sworn to protect Census Bureau information.**

TRAINING- A UNIQUE OPPORTUNITY:

EARN MONEY WHILE YOU SERVE

If selected, you will attend a paid training session where you will learn how to complete census forms, how to read census maps and be provided with census interviewing techniques. In most cases, your supervisor will train you, assign and review your work, and answer questions.

WHEN YOU WILL WORK

MOST jobs will be short term (5 to 10 weeks) and ALL jobs will be temporary. Your most productive hours will vary based on the type of census operation. For operations that require contact with the public to complete interviews, your availability to work when people are home is critical. The late afternoon, evening, and weekend hours are the most productive times to work on these operations. For operations that require you to locate and list housing units, your availability to work daylight hours will be critical.

PAY

You will be paid weekly for hours worked including time spent in training. Social Security deductions will be taken from your earnings. Federal, state, and local income taxes, where applicable, also will be deducted. You will be reimbursed for authorized mileage and other expenses incurred while working.

HOW CAN YOU QUALIFY FOR CENSUS WORK?

1. United States citizens will be given preference for census jobs. However, noncitizens may be considered if qualified citizens are not available, particularly in areas where bilingual ability is a necessary qualification. You must present documentation of employment eligibility. The types of acceptable documentation are listed on the reverse side of this page.
2. You must be 18 years or older to be hired.
3. You must have a valid Social Security Number.
4. Applicants must take a written test of basic skills. The test may be taken in Spanish, upon request, along with an English Proficiency Test.
5. Most census jobs require the employee to conduct face-to-face interviews with respondents. This involves visiting respondents in a variety of residence types, asking questions and recording responses.
6. Male applicants born after December 31, 1959, must be registered with the Selective Service System.
7. If you have had a conviction of a violation of the law since age 18 for something other than a minor traffic violation it could be a basis for non-selection.
8. You may not engage in any partisan political activity while on duty.
9. All non-census employment (including law and regulatory enforcement jobs) will be reviewed on a case-by-case basis for compatibility with Census Bureau employment.

FOR INFORMATION, OR ANSWERS CONTACT:

Deanna Russell

U.S. Census Recruiting Assistant

Phone: 216-376-2769

or,

Monica Banks-Hines

Partnership Specialist, U.S. Census Bureau

216-256-5008

The Census Bureau is an Equal Opportunity Employer

For more information, also contact:

U.S. Department of Commerce • Economics and Statistics Administration •

U.S. CENSUS BUREAU

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