

# Election Inspector

The City of Perry is always looking for new election inspectors to work at the polling place site on Election Days. Appointments are made each election for inspectors and chairpersons. Election Inspectors must commit to working an election shift, which could begin as early as 6 a.m. until approximately 10:00 p.m. These shifts will likely require a vast majority of the day. Specific times will be communicated during the hiring process due to split shifts that have been created. Inspectors are not required to work both election days, but will have the option to do so and will also have to attend a mandatory certification class. Wages start at \$15.00 per hour. For more information, email the city clerk at [clerk@perry.mi.us](mailto:clerk@perry.mi.us). To apply now, complete the [Application for Election Inspectors \(PDF\)](#) and mail or hand deliver it to:

City of Perry's Clerk's Office  
203 W. Polly St.  
Perry, MI 48872

If you have previously worked a City of Perry election as an election inspector or chairperson, there is no need to reapply, please email us at [clerk@perry.mi.us](mailto:clerk@perry.mi.us) to sign up again!

## Election Inspector Job Description

City of Perry is accepting applications for temporary election inspectors. Election Inspectors will conduct assigned duties at a polling site on Election Day. Duties can include (but are not limited to):

- Explaining how to mark the ballot or use the voting equipment
- Monitoring the voting equipment
- Maintain accurate records during the voting process
- Issuing ballots to registered voters
- Swear or affirm the Oath of Office
- Opening and Closing prescribed procedures
- May be required to operate a laptop computer

Candidates must possess the following skills and meet these requirements:

- Registered to vote in the state of Michigan
- Attend an educational training program (mandatory prior to working an election)
- You must declare a Political Party Affiliation
- Tech-Savvy
- Quick learner
- Excellent customer service
- Ability to multi-task
- Positive attitude

## Additional Information

The City of Perry does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services and is an Equal Opportunity Employer.

Please note: Applicants will not be considered if they are a challenger, candidate, member of a candidate's immediate family or a member of the local board of canvassers. Applicants may not serve if they have been convicted of a felony or an election crime.