



# INTERESTED IN WORKING FOR REGISTRAR-RECORDER/COUNTY CLERK?

## JOB OPPORTUNITIES

EXAM NAME	EXAM NUMBER	HOURLY PAY	SELECTION REQUIREMENTS
CLERK, NC	E9304P	\$15.00	No training or experience is required.
ELECTION ASSISTANT I, NC – ASSISTANT TRAINER	E9312G	\$17.55	Three (3) months of full-time paid experience assist in conducting training classes, seminars or workshops, or in video production.
ELECTION ASSISTANT I, NC – CLERICAL	E9312H	\$17.55	Three (3) months of full-time paid experience performing general clerical functions, such as typing, data entry, filing, and/or servicing customers by phone, in person, or via email.
ELECTION ASSISTANT I, NC – ELECTION	E9312E	\$17.55	Three (3) months of full-time paid experience in election related activities.
ELECTION ASSISTANT I, NC – WAREHOUSE	E9312F	\$17.55	Three (3) months of full-time paid experience in a warehouse loading and unloading supplies and other materials.
ELECTION ASSISTANT II, NC – CLERICAL	E9313E	\$22.91	Six (6) months of full-time paid experience performing general clerical functions, such as typing, data entry, filing, and/or servicing customers by phone, in person, or via email.
ELECTION ASSISTANT II, NC – ELECTION	E9313F	\$22.91	Six (6) months of full-time paid experience in election related activities.
ELECTION ASSISTANT II, NC – IT TECH SUPPORT	E9313G	\$22.91	Six (6) months of full-time paid experience configuring, installing, and testing personal computers and printers.
ELECTION ASSISTANT II, NC – TRAINER	E9313D	\$22.91	Six (6) months of full-time paid experience conducting training classes, seminars or workshops, or in video production.
ELECTION ASSISTANT II, NC – TRUCK DRIVER	E9313H	\$22.91	Six (6) months of full-time paid experience driving a truck in pick-up or delivery service. -AND- <b><i>A valid CA Class "C" Driver's License is required in addition to the above selection requirement. Please see "Selection Requirement" on bulletin for details.</i></b>
ELECTION ASSISTANT III, NC	E9315C	\$32.48	One (1) year of full-time paid staff experience (see bulletin for staff experience definition). -OR- One (1) year of full-time paid prior election experience.

### HOW TO CREATE AN ACCOUNT:

Step 1: Go to <https://www.governmentjobs.com/careers/lacounty>.

Step 2: Click on *Sign In* located at the top right side of the screen.

Step 3: Click on *Create an account*.

Step 4: Complete the requested information, and then click on *Create*.

### HOW TO APPLY FOR A JOB:

Step 1: After an account has been created, click on *Sign In*.

Step 2: All open job opportunities will be displayed.

Step 3: Search for or select the desired job title to display the job description and click on *Apply*.