



Job Opening – Bilingual Election Specialist

- Job Title:** Bilingual Election Specialist
- Posting Opens:** Monday, August 26, 2019
- Posting Closes:** Friday, September 20, 2019
- Certification Required:** No
- Responsibilities:** Creative and resourceful individual, who will be able to develop coordinate, communicate and implement daily functions of the election's office. Must be a professional who will be able to serve at the discretion of the Supervisor of Elections.
- Requirements:** Graduation from an accredited high school or possession of an acceptable equivalency diploma. Two (2) years of experience serving the general public. Two (2) years of experience in office clerical work. Associates Degree in Political Science, Public Administration, Public Relations, or closely related field.
Note: Comparable amount of training and/or experience may be substituted for the above minimum qualifications. Review job description for critical expertise to perform essential functions.
- Additional Information:** <https://www.votelevy.com/Resources/Employment>