

CITY OF SUPERIOR Election Inspector Application



I meet the qualifications on the back of this page and am applying to work as a
(choose ONE): ELECTION INSPECTOR
 HIGH SCHOOL ELECTION INSPECTOR

Full Name _____

Phone Number _____ Local poll site (if applicable) _____

Email Address _____ Date of Birth _____

Home Address _____

City _____ State _____ Zip _____

I am seeking any of the selected appointments:

- Temporary Office Help (during early-voting period)
- Poll Site Election Inspector
- Central Count Inspector (process absentee ballots on Election Day)
- Special Voting Deputies (for local Care Facilities)
- Chief Inspector/Alternate Chief Inspector (additional training is required)
- Other (specify) _____

Are you willing to work on-call? YES NO

What is your current or most recent occupation?

Please list educational background, and include any past computer/election experience.

RANK AVAILABLE SHIFTS in order of your preference, if applicable:

- ___ Morning Shift (6:00 am – 1:30 pm)
- ___ Afternoon Shift (1:00 pm– 9:00 pm)
- ___ Double Shift (6:00 am– 9:00 pm)

RANK POLL SITES in order of your preference, if applicable:

___ **Central Assembly of God**
(1st & 3rd Ald District)

___ **Zion Lutheran Church**
(2nd & 4th Ald District)

___ **Northwood Technical College, formerly WITC**
(5th & 7th Ald District)

___ **Billings Park Civic Center**
(8th & 9th Ald District)

___ **Superior Government Center**
(6th & 10th Ald District)

Have you ever been convicted of a felony?

YES (List details on back.) NO

By signing below, I attest that above information is true and correct; and that the Police Department will review and verify the information provided and that my application may be denied if any information is omitted, incomplete or incorrect.

Signature _____ Date _____

Please email your completed application to voter@ci.superior.wi.us or bring it to the City Clerk's Office—Suite 200 of the Superior Government Center.

ELECTION INSPECTOR

Qualifications

- Be a U.S. citizen over the age of 18
- Be able to read and write English fluently
- NOT be a candidate for office on ballot being issued in assigned poll site.

Expectations

Except for Polling Place Helpers, every election inspector must be a qualified Douglas County elector; Chief Inspectors must be qualified City of Superior electors.

Although election inspectors are appointed to two-year term, we appreciate those who can commit to a single election cycle (Primary/General). Problem solvers with strong clerical and communication skills are encouraged to apply.

Shift Options

Polls are open from 7:00 a.m. until 8:00 p.m. on Election Day. Inspectors may work a full day—usually 6:00 a.m. until approximately 9:00 p.m., but possibly later during elections with higher voter participation. Inspectors also have the option of working half a day—either the morning or afternoon shift.

HIGH SCHOOL STUDENT Election Inspectors

Qualifications

- Be a 16-17 year old U.S. citizen
- Be currently enrolled in grades 9 to 12 in a public, private or tribal school
- Have a minimum grade point average of 3.0 or equivalent (OR, if GPA is less than 3.0, be able to supply written approval from their school principal)
- Must supply written approval from parent/guardian
- Reside in the City of Superior

Restrictions

- Students may only work at the polling place that serves their residence
- A student may only serve as an inspector if at least one inspector (other than the chief inspector) is a qualified City of Superior elector
- Students may not serve as chief inspectors
- Student Election Inspectors may not challenge any person offering to vote.

Required Authorization

Upon appointment (after all required documentation is received), the municipal clerk shall notify the principal of the school where the student is enrolled as of the date of the election at which the student will serve.

LIST FELONY INFORMATION

(WILL ONLY BE CONSIDERED IF SUBSTANTIALLY RELATED TO POSITION)

Date ___/___/___ Nature of Offense _____

Date ___/___/___ Nature of Offense _____

Date ___/___/___ Nature of Offense _____

Date ___/___/___ Nature of Offense _____

Date ___/___/___ Nature of Offense _____