**Temporary Election Staff – Expression of Interest Form**

**Personal information**

|  |  |
| --- | --- |
| Surname |  |
| Forename |  |
| Title |  |
| Address |  |
| Postcode |  |
| Email |  |
| Date of Birth |  |
| Are you eligible to work in the UK?  You will be required to prove your eligibility at a later stage. |  |

Please refer to the job descriptions available at [www.southoxon.gov.uk/ElectionStaff](http://www.southoxon.gov.uk/ElectionStaff) or [www.whitehorsedc.gov.uk/ElectionStaff](http://www.whitehorsedc.gov.uk/ElectionStaff) for further details.

**The job(s) I would like to apply for (please tick all applicable boxes)**

*In advance of an election we will contact you through our Mobile Election Account (MEA) and ask which roles you are interested in working at, and the dates / times of particular roles*

|  |  |  |  |
| --- | --- | --- | --- |
| **Working an election** | **I would like to apply for this job** | **I have done this job before** | **Number of occasions I have done this job** |
| Poll Clerk  (6.30am – 10pm) |  |  |  |
| Presiding Officer\* (6.30am – 10pm) |  |  |  |
| Postal Vote Assistant (various shifts on a rota) |  |  |  |
| Count Staff (day or night) |  |  |  |
| Runner (overnight) |  |  |  |
| Sack Team staff |  |  |  |
| Miscellaneous duties |  |  |  |

\* To be a presiding officer we require you to have worked as a poll clerk at least twice before

|  |  |  |  |
| --- | --- | --- | --- |
| **Working the canvass** | **I would like to apply for this job** | **I have done this job before** | **Number of occasions I have done this job** |
| Door to door canvass |  |  |  |

If applying for either Presiding Officer or Poll Clerk, do you have a preference to your polling station location? If so, please state preferred location:

If we cannot place you in your preferred station, how far would you be willing to travel?

(miles)

Yes / No

Would you be happy to be put on a reserve list and be contacted at short notice?

**Please give any relevant information or experience that may support your application:**

**Declaration**

1) I confirm that I am not connected to, nor will assist any political party or candidate at these elections. If I become aware of any possible conflict, I will notify the elections office immediately.

2) I am physically able to undertake the duties of the task I am applying for.

3) I am entitled to work in the UK and understand that if I am a new employee and appointed to a position I must present the required original proof of right to work documents.

**Please note filling in this form does not guarantee you employment, however, we will try and find all suitable candidates a role.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Signed:** |  | **Date:** |  |

**Please return the completed form to** [**electionstaff@southandvale.gov.uk**](mailto:electionstaff@southandvale.gov.uk)

Upon receipt, we will then email you a link to set up a MEA account. Once your MEA account is activated you will be able to maintain your own personal profile and respond to any job and availability requests for future elections.

**Privacy Statement**

We will only use the information you give us for electoral staffing purposes. We will look after personal information securely and we will follow the data protection legislation. It will only be disclosed to other third parties if necessary, for example to process payroll information or if we have to by law.

The Electoral Registration Officer is the Data Controller: Electoral Registration Officer, Abbey House, Abbey Close, Abingdon OX14 3JE.

You should refer to the Privacy Notice at [www.southoxon.gov.uk/electionsdata](http://www.southoxon.gov.uk/electionsdata) or [www.whitehorsedc.gov.uk/electionsdata](http://www.whitehorsedc.gov.uk/electionsdata) for further information relating to the processing of personal data.