

# INFORMATION SESSION FOR JOBS WITH:

## United States Census 2020

Our Mission: The Census Bureau's *mission* is to serve as the leading source of quality data about the nation's people and economy. We honor privacy, protect confidentiality, share our expertise globally, and conduct our work openly. We are guided on this mission by scientific objectivity, our strong and capable workforce, our devotion to research-based innovation, and our abiding commitment to our customers. All qualified applicants will be considered regardless of age, race, color, sex, creed, national origin, lawful political affiliation, disability, marital status, affiliation with an employee organization, sexual orientation, or other non-merit factor. THIS AGENCY PROVIDES REASONABLE ACCOMMODATIONS TO APPLICANTS WITH DISABILITIES. IF YOU NEED A REASONABLE ACCOMMODATION FOR ANY PART OF THE APPLICATION AND HIRING PROCESS, PLEASE NOTIFY THE AGENCY AT 800-991-2520, PROMPT 12. THE DECISION OF GRANTING A REASONABLE ACCOMMODATION WILL BE A CASE-BY-CASE BASIS. THE U.S. DEPARTMENT OF COMMERCE IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

### Job Descriptions (Pay rates vary by County)

**Position: Recruiting Assistant (RA)**

**Salary: \$22 per hour (Somerset County)**

**Duties:** The RA is a Work at Home (WAH) position that promotes census jobs among community organizations and the general public.

**Position: Census Taker**

**Salary: \$20-21 per hour (Almost all Counties)**

**Duties:** Interviews respondents to collect survey or census data as required 2020 Decennial Census.

**Position: Office Operation Supervisor (OOS)**

**Salary: \$21.50 per hour (Middlesex, Mercer or Morris)**

**Duties:** Serves as the primary support person in the Area Census Office (ACO) for the RM. They are directly responsible for training and supervision of the ACO recruiting clerks.

**Position: Office Clerk**

**Salary: \$17 per hour (Middlesex, Mercer or Morris)**

**Duties:** Performs a combination of clerical duties associated with office processing, including field operations, recruiting, assessments, space and leasing, automation, personnel/payroll, and other administrative operations designed to support the responsibilities of the office assigned.

**\* Apply online at [www.2020census.gov/jobs](http://www.2020census.gov/jobs) \***

**Somerville One Stop – Conference Room “B”**

**75 Veterans Memorial Drive East**

**Tuesday, October 29<sup>th</sup> at 10:00am**

**Please be on time!**

RSVP to [Amanda.Modale@dol.nj.gov](mailto:Amanda.Modale@dol.nj.gov) to reserve a seat.