

# Pulaski County Poll Worker Application

**Pulaski County Election Commission**  
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Little Rock, AR 72201  
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*OFFICE USE ONLY*

Area: \_\_\_\_\_ Precinct: \_\_\_\_\_  
Date: \_\_\_\_\_

Dear Applicant,

Elections are the cornerstone of our democratic system and Poll Workers are vital to the election process. Poll Workers are responsible for conducting elections in each Polling Place in Pulaski County on Election Day. They ensure that the election is administered fairly and in accordance with Federal and Arkansas law. We need applicants that are patient, helpful, courteous and considerate. If you possess these traits, we want to talk to you about becoming an important part of Pulaski County Elections.

## **State of Arkansas Qualifications for Election Officials (Arkansas Code Ann. § 7-4-109):**

- ✓ Must be registered to vote in Pulaski County
- ✓ Must be able to read and write the English language
- ✓ Must not have been found guilty of violating any election law of Arkansas
- ✓ Must not be a paid employee of any political party or any person running for office
- ✓ Must not be a candidate for any office to be filled at an election while serving as an election official
- ✓ Must not be directly related to any candidate running for office in the current election

**I understand and affirm that I meet the above Election Official qualifications of the State of Arkansas \_\_\_\_\_ (initial)**

## **Pulaski County Qualifications for Election Officials:**

- ✓ I will arrive at my assigned Polling Place at 6:30 a.m.
- ✓ I have reliable transportation to and from the Polling Place.
- ✓ I understand that I will not be able to leave the Polling Place while the Polls are open except for an emergency.
- ✓ I am willing and able to work 14 consecutive hours on Election Day.
- ✓ I am responsible for bringing food and personal items I will need for the entire day.
- ✓ I understand that I must attend required training lasting 2-4 hours for which I will be compensated.
- ✓ I can lift 30 lbs.
- ✓ I can stand and/or sit for extended periods of time.
- ✓ I can handle stressful situations and remain calm and professional.
- ✓ I pay attention to detail.
- ✓ I will work as a team member and accept direction.
- ✓ I can communicate clearly and politely with voters.
- ✓ I understand that I may be assigned to work at a Polling Location other than where I vote.
- ✓ I understand that I must remain unbiased in the conduct of my duties.
- ✓ I understand that I may not express my personal political views while within the Polling Location.
- ✓ I understand that I must pass a written test over election procedures after training to be appointed.

**I understand and affirm that I meet the above Election Official qualifications of Pulaski County \_\_\_\_\_ (initial)**

# Pulaski County Poll Worker Application

Name: \_\_\_\_\_

*First*

*Middle Initial*

*Last*

Physical Address: \_\_\_\_\_

*Street Address*

*City/State/Zip*

Mailing Address: \_\_\_\_\_

*Street Address or PO Box*

*City/State/Zip*

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

*Name*

*Relationship*

*Phone number*

***In order to be paid for working at the polls, new workers must submit a photocopy of your social security card and complete a W-4 Form.***

## Poll Worker Questionnaire

1. Have you ever worked as an Election Official? If so, when and where?  Yes  No  
\_\_\_\_\_
2. How comfortable are you with a smart phone or tablet computer?  
 Not comfortable  I can use them a little  I am very comfortable
3. Do you have regular access to a computer with internet access?  Yes  No
4. How often do you check your email?  Daily  Weekly  Rarely
5. Do you speak a language other than English?  Yes  No Which language? \_\_\_\_\_
6. How did you hear about this opportunity? \_\_\_\_\_
7. Do you understand the commitment of this position?  Yes  No
8. Do you want to be compensated for your work  or receive volunteer hours ?
9. I am registered to vote in Pulaski County Arkansas  Yes  No
10. How do you prefer to be contacted?  Email  Cell phone  Home phone
11. Do you have a political party affiliation?  Democrat  Republican  Other

\*\*Pursuant to A.C.A. § 7-4-107(a)(2), the Election Commission will appoint workers in accordance with party affiliation.\*\*

## **SIGNATURE AND CERTIFICATION OF INFORMATION**

*I hereby certify that I have read and I understand the qualifications for Poll Workers according to A.C.A. §7-4-109 and the Pulaski County Election Commission. I have truthfully answered all questions on the Application. If assigned to work as an Election Official, I commit to work the election unless of an emergency. I understand that compensation should not be expected until four weeks after the election.*

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**These positions are not permanent, full-time, or temporary; they are only during an election cycle. I understand that, if I am contacted by the Election Commission for an assignment, my employment will be only for an as-needed basis and a position will not be guaranteed.**