



GUYANA ELECTIONS COMMISSION

VACANCY NOTICE

Applications are invited from suitably qualified persons to fill the temporary position of **ENUMERATOR** for House to House Registration.

Under the direct supervision of the Assistant Registration Officer, the Enumerator will have the following key responsibilities:

1. Conducting preliminary checks for validity of documents presented by applicants.
2. Entering information on registration form.
3. Taking photographs of registrants.
4. Maintaining records of photographs taken.
5. Maintaining cameras and printers and ensures adequate supply of materials for functionality.

Qualifications

A minimum of five (5) subjects GCE 'O' Level or CXC including English Language and Mathematics and two (2) years of experience in national registration.

Any other relevant qualification may also be considered.

Applications must include a detailed *curriculum vitae* and should be submitted no later than **15 March 2019** to:

**Chief Election Officer
Guyana Elections Commission
Lot 9 Fort & Barrack Streets
Kingston
Georgetown**

Applications must be placed in the boxes located for this purpose at GECOM's Head Office and also at Registration Offices within the respective Administrative Regions across Guyana.

**Working hours will be Monday to Friday from 16:00hrs – 19:00hrs
and Weekends from 08:30hrs – 16:30hrs.**