

REQUEST FOR THE SUBMISSION OF APPLICATIONS
REGISTRAR OF VOTERS
ST. JAMES, LOUISIANA

The St. James Parish Council is accepting applications from interested persons for the position of St. James Parish Registrar of Voters.

Qualifications for applicants for Registrar of Voters:

- Each applicant to fill the office of registrar of voters shall be a registered voter. If appointed to fill the office of registrar of voters, the applicant shall become a resident and registered voter of the parish in which he is to perform his duties prior to taking the oath of office. The registrar shall remain a resident and qualified voter of the parish in which he is to perform his duties.

The Registrar shall possess at least one of the following at the time of appointment.

- A baccalaureate degree from an accredited institution and two years of full time, professional work experience.
- An associate degree from an accredited institution and four years of full time, professional work experience.
- Seven years of full-time, professional work experience.
- Five years of full-time employment in a registrar's office in Louisiana.

For purposes of this Subsection, "professional work experience" means experience in an occupation which requires specialized and theoretical knowledge usually acquired through college training or through work experience and other training which provides comparable knowledge. In addition, please include your future plans to lead the Registrar of Voters office's efforts to increase voter registration and voter participation for St. James Parish.

Applications, including a resume, will be accepted through 4:00 p.m. December 7, 2023 via the St. James Parish website, www.stjamesla.com. Click on the Jobs button, located on the home screen.

Applications received after 4:00 p.m., December 7, 2023 will not be considered.

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