



Township of Elizabethtown-Kitley

2026 Election Assistant Application Form

Instructions

- Please complete this application form and submit it with a current resume or a brief summary of your relevant experience and qualifications.
- Your resume or summary should focus on the skills, experience and qualifications related to election work.
- Do not include copies of transcripts, licences, certificates or similar documents unless requested.
- Applications must be received by **September 11th, 2026 at 11:59 p.m.**

Submit applications to:

Jorden Keeley, Clerk

Township of Elizabethtown-Kitley

6544 New Dublin Road

Addison, ON K0E 1A0

jkeeley@ektwp.ca

Collection of Personal Information

Personal information collected through this application is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of determining eligibility and qualifications for election employment opportunities.

Questions regarding the collection of personal information should be directed to

jkeeley@ektwp.ca.

The Township of Elizabethtown-Kitley is an equal opportunity employer. Accommodation is available throughout the recruitment process in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).

Applicant Information

Full Name:

Phone Number:

Email Address:

Questionnaire

Please check the appropriate response.

Question	Yes	No
Do you have experience providing customer service to the public?	☐	☐
Do you have experience working in a municipal, provincial, federal or school board election?	☐	☐
Do you have experience using computers, laptops, tablets or other electronic equipment?	☐	☐
Are you comfortable learning and using election-related software and equipment?	☐	☐
Are you able to maintain confidentiality and handle sensitive information responsibly?	☐	☐
Are you available to attend mandatory election training sessions?	☐	☐
Are you available to work on Voting Day (October 26 th , 2026)?	☐	☐
Do you hold a valid Ontario driver's licence and/or have access to reliable transportation?	☐	☐
Do you have any conflict of interest that could affect your ability to perform election duties impartially?	☐	☐
Are you legally entitled to work in Canada?	☐	☐
If selected, are you also available to work one or more days during the Advance Voting period (October 19 th – October 23 rd , 2026)?	☐	☐

Additional Information

Do you have any comments regarding your availability, work location preferences, or other information relevant to election staffing?

Reminder: Please include a current resume or a brief summary of your relevant experience and qualifications when submitting your application.

Applicant Declaration

I certify that the information provided in this application is true and complete to the best of my knowledge. I understand that false or misleading information may result in my application being removed from consideration.

Applicant Signature:

Date:

Print Name:
