

# KERN COUNTY ASSISTANT REGISTRAR OF VOTERS

\$90,214 - \$110,134 ANNUAL SALARY

Kern County is seeking an Assistant Registrar of Voters in the Elections Division. The Elections Division reports to the independently elected Auditor-Controller-County Clerk-Registrar of Voters and has a staff of 18 full-time employees. The Assistant is responsible for the operation, administration, and direction of the Elections Division. This position offers a great opportunity for an individual with knowledge of Federal and California election laws and current developments in elections procedures, as well as experience in supervision.

## Kern County

Kern County has a population of over 905,800 and covers over 8,100 square miles. Bakersfield, the county seat, is the 9<sup>th</sup> largest city in California. Rivers, meadows, farmland, mountains, and high desert define the varied terrain throughout the county. Kern County is affordable and offers many opportunities for its residents. The County enjoys a lower cost of living than many parts of California, which is especially evident in less expensive housing.



For more information about Kern County, please visit The Kern County Board of Trade [www.visitkern.com](http://www.visitkern.com).



## Compensation

- Salary: \$90,214 – \$110,134 Annually
- Premium pay of 6% for new employees
- Defined Benefit Retirement Plan
- Deferred Compensation, a 457 plan with up to 6% employer match
- Health Plan, Dental Plan, Vision Plan, and Life Insurance

## Employment Standards

- Graduation from an accredited college or university with a Bachelor's degree in accounting, public or business administration or closely related field, AND
- Eight (8) years of progressively responsible experience in operational activities of general, primary and special elections, including four (4) years of experience supervising in an elections environment OR
- An equivalent combination of education and experience sufficient to obtain the knowledge and skill to successfully perform the essential functions of the job.
- A Certified Elections/Voter Registration Administrator (CERA), a California Professional Election Administrator Credential (CalPEAC), or four (4) additional years of elections experience may be substituted for the Bachelor's degree requirement.

**For more information or to submit your application go to**  
**<https://www.governmentjobs.com/careers/kernco>**