



Local Census Bureau Management Positions Available

Hiring: September 2008

Offices Open: October 2008

Job Title	Salary	Responsibilities
Local Census Office Manager	\$22.50-\$29.75/hr	Manage the Local Census Office activities and operations with the support from the Dallas Regional Census Center to ensure execution of all operational functions, resources and personnel.
Assistant Manager for Field Operations	\$18.00-\$25.25/hr	Responsible for accomplishing production and quality goals in field operation under their span of control. Supervises 10-15 supervisors and indirectly supervises 400-600 field employees at peak operation. Coordinates staff training, creates work assignments, monitors progress, and reassigns work as needed.
Assistant Manager for Administration	\$14.75-\$22.00/hr	Manage all personnel, payroll, supply requisitioning, office security and safety, and other administrative activities. Supervises up to 10 clerks and shift supervisor.
Assistant Manager for Recruiting	\$14.75-\$22.00/hr	Manages all recruitment and testing activities to support field and office operations for the Local Census Office. Trains and supervises field recruiting assistants and several office clerks.
Assistant Manager for Quality Assurance	\$14.75-\$22.00/hr	Advises the Assistant Manager for Field Operations and Local Census Office Manager on compliance with pre-established quality assurance goals and procedures for all field data collection operations. Acts as principal technical advisor on quality assurance aspects of field data collection operation in the Local Census Office.
Assistant Manager for Technology	\$14.75-\$22.00/hr	Responsible for managing automation functions in the Local Census Office. This job includes troubleshooting duties and evaluating, analyzing, and coordinating automation operations to efficiently support Local Census Office functions.

Positions available in:

- Baton Rouge, LA
- Lafayette, LA
- Jackson, MS
- Meridian, MS
- Conroe, TX
- Corpus Christi, TX
- Dallas Central, TX
- Denton, TX
- Fort Worth, TX
- Houston Central, TX
- Houston West, TX
- Plano, TX
- Midland, TX
- San Antonio, TX
- Georgetown, TX (serving Austin area)

Must be U.S. Citizen

Applicants must be 18 yrs. of age or older
Separate Application Package (forms) required for each position desired

For more information please visit

www.census.gov/rodal/www/employ.html

or call and ask for recruiting at

1-800-563-6499

Department of Commerce
U.S. Census Bureau
An Equal Opportunity Employer

HOW CENSUS DATA IS USED EVERYDAY BY PEOPLE LIKE YOU AND ME

Constitutionally, the purpose of the decennial census is to ensure an accurate apportionment of seats in the House of Representatives based on state populations. Since the early 1800s, however, policy makers have recognized that an accurate census can provide valuable information to improve the policy process. Today, policy makers at all levels of government, as well as private businesses, households, researchers, and nonprofit organizations, rely on an accurate census in myriad ways that range far beyond the single fact of how many people live in each state. Here are some examples of these uses.

Federal, State, & Local Government Uses

- **Monitoring compliance with Federal law.** Questions on ancestry, gender, race, Hispanic Origin, language spoken at home, place of birth, citizenship & year of entry provide critical information for monitoring compliance with the Voting Rights Act, the Civil Rights Act, and other anti-discrimination & affirmative action plan requirements.
- **Assisting families, low-income populations, the elderly, the disabled, and veterans.** Accurate census data are used to identify areas eligible for housing assistance & rehabilitation loans; housing subsidies; job training & employment services; energy cost assistance; community economic development & social services.
- **Infrastructure, public health and environmental protection, & program planning.** State & local government planning responsibilities depend on accurate census data, including determining the need for schools, highways, public transportation, hospitals, libraries, and police & fire protection.
- **Disaster relief.** Accurate census information helps local governments predict transportation needs in disaster recovery & contingency planning initiatives



Business Uses



- **Product development and marketing.** Accurate census data on where people of different ages live helps businesses of all kinds to develop & market their products. Producers of consumer durables such as television sets, washing machines, & home furnishings benefit from accurate information on households & their characteristics. Census information on language spoken at home helps television & radio stations define foreign language service areas.
- **Forecasting demand.** Businesses forecasting demand for their products require accurate census data to develop these forecasts. Utilities depend on accurate census data to develop long-range plans for new facilities & networks.
- **Location decisions.** A variety of business location decisions are improved by accurate census data. For example, businesses seeking to pinpoint areas to gauge potential markets for locating new stores, and businesses interested in finding sites having a labor force with certain education characteristics.

Community Group & Individual Uses

- **Delivering health, social, and educational services.** Community groups benefit from census data to set up & administer programs for children, teens, and older persons; to teach English, and conduct voter registration drives; to provide job training for displaced homemakers, and to provide veteran support services.
- **Location decisions.** Individuals can make better choices about home-buying, job relocation, or starting their own business if they can take advantage of accurate census information.



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U S C E N S U S B U R E A U
Helping You Make Informed Decisions