

<u>POSITION</u>	<u>KEY RESPONSIBILITIES</u>	<u>REQUIREMENTS</u>	<u>REMUNERATION</u>
Voting Tabulator Returning Officer (VTRO)	<ul style="list-style-type: none"> - Reports to the Presiding Deputy Returning Officer. - Set up electronic voting machine one hour before opening of polls. - Assist voter with scanning of ballots ensuring confidentiality of the vote. - Ensure proper closing of the voting station and return materials to City Hall. 	<p>Must be 18 years old.</p> <p>Must be legally able to work in Canada.</p> <p>Basic literacy skills and interpersonal skills including ability to exercise impartiality.</p> <p>Experience in dealing with the public.</p> <p>Be tactful and exercise good judgment.</p> <p>Ability to work a long day.</p> <p>Technical aptitude required with touch screen.</p>	\$260.00 includes mandatory training