

How to Apply

Visit our website to begin the process.

www.census.gov/roden/www/2010employ.html

Print the bulletin for the job you want.

Read the "How to Apply" document.

Call the phone number listed below to sign up for the required supervisory test.

Call to schedule a supervisory test to work in the following offices:

ARIZONA
 Window Rock 928-286-5620
 Phoenix 602-427-0680
 Tucson 520-918-1800
 Yuma 520-918-1800

COLORADO
 Aurora 303-406-7020
 Denver 303-406-7020
 Grand Junction 719-234-0380
 Greeley 303-406-7020
 Pueblo 719-234-0380
 Westminster 303-406-7020

MONTANA
 Great Falls 406-373-8340
 Missoula 406-373-8340

NEBRASKA
 North Platte 402-479-2320
 Omaha 402-479-2320

NEVADA
 Henderson 702-750-3430
 North Las Vegas 702-750-3430
 Reno 702-750-3430

NEW MEXICO
 Las Cruces 505-348-5340
 Santa Fe 505-348-5340

NORTH DAKOTA
 Fargo 701-222-9460

SOUTH DAKOTA
 Sioux Falls 605-355-5320

UTAH
 Ogden 801-736-5060
 Provo 801-736-5060

WYOMING
 Cheyenne 303-406-7020
 Casper 406-373-8340

Office Management Opportunities

Who Do We Need?

The U.S. Census Bureau is seeking managers for the 2010 Census. Managers will carry out assigned census duties from Local Census Offices, set to open in fall 2009, to ensure that census operations are conducted on time, according to quality standards and within budget.

We are seeking qualified applicants for the following management positions:

Local Census Office Manager (LCOM)

The LCOM has overall responsibility for the quality and progress of all field and office operations. The manager directs census operations in the local area, including budget and scheduling, and monitors progress of operations to ensure that they are on schedule, within budget, and meet quality data standards.

Assistant Manager Field Operations (AMFO)

The AMFO supervises all address listing and data collection activities in the field and directly supervises 10 to 15 supervisors for a geographically dispersed workforce of approximately 400 to 600 employees at peak operations.

Assistant Manager Recruiting (AMR)

The AMR implements the recruiting plan by coordinating recruiting activities with other Assistant Managers, Partnership Specialists and Regional Technicians. Responsible for training and supervising the Office Operations Supervisor and Recruiting Assistants.

Assistant Manager Quality Assurance (AMQA)

The AMQA supervises the quality of all field operations, and ensures that quality control procedures are being followed by field operators.

Assistant Manager Administration (AMA)

The AMA is responsible for office administrative activities, including application processing, personnel and payroll. Responsibilities include the selection of applicants, managing the supply area, oversees general safety and documenting injuries.

Assistant Manager Technology (AMT)

The AMT is responsible for managing technology functions including troubleshooting, evaluating, analyzing and coordinating automation operations to support office functions and available equipment.

Join the 2010 Census Team!



If you are skilled at:

- Supervising
- Planning
- Development
- Managing
- Handling Fast Paced Operations
- Paying Attention to Details

Minimum Qualifications for All Positions:

- Pass a Supervisory Test
- Be a U.S. Citizen
- Clear the FBI Background Check