



# IT'S 2010...LET'S COUNT AGAIN

## 2010 POPULATION AND HOUSING CENSUS



APPLICATIONS ARE INVITED FOR THE FOLLOWING TEMPORARY POSITIONS AT THE STATISTICAL INSTITUTE OF BELIZE.

### ENUMERATOR • APPROXIMATELY 750 PERSONS REQUIRED

Persons will be assigned enumeration districts with approximately 100 households to interview between the period May 13<sup>th</sup>, to June 9<sup>th</sup>, 2010. Applicants should be willing to work both evenings and weekends, as required.

#### Summary of main duties:

- Visiting all buildings within the assigned area
- Collect information on all persons within households
- Record information on businesses and institutions

#### Qualifications and Experience:

Applicants must have a minimum of a high school diploma and effective inter-personal skills. In addition, they must have good organizational and communication skills, be of good character, reliable and committed to the job. Other qualities include a pleasant personality, strong oral skills, honesty, tactfulness and self-motivation. The ability to speak more than one language will be an asset. Training is a prerequisite and will be conducted between the 12<sup>th</sup>, April and 2<sup>nd</sup>, May 2010.

### FIELD SUPERVISOR • APPROXIMATELY 150 PERSONS REQUIRED

Field supervisors will be engaged for the duration of the enumeration period and should be willing to work both evenings and weekends, as required.

#### Summary of main duties:

- Supervise 5 enumerators
- Ensure a high standard of data quality
- Conduct re-interviews
- Submit timely reports
- Ensure full coverage of assigned areas

#### Qualifications and Experience:

Applicants must have a minimum of a high school diploma and effective

inter-personal skills. In addition, they must be tactful, conscientious energetic and capable of exercising good judgment. They must also possess influencing skills, good organizational and communication skills. Applicants require at least two years experience leading a team of five or more persons in a deadline driven environment. A valid driver's license would be an asset. Training is a prerequisite and will be conducted between the 12<sup>th</sup>, April and 2<sup>nd</sup>, May 2010.

### ZONE SUPERVISOR • APPROXIMATELY 30 PERSONS REQUIRED

Zone Supervisors will be engaged for the duration of the enumeration period. They will be responsible for up to five field supervisors and 25 enumerators. Applicants should be willing to work both evenings and weekends.

#### Summary of main duties:

- Manage census staff and field operations
- Ensure a high standard of data quality
- Promote community participation

#### Qualifications and Experience:

A minimum of a high school diploma is required. In addition, applicants should have at least three years experience leading a team of five or more persons in a deadline-driven environment. Must have good organizational and communication skills, be of good character, reliable, and committed to the job for the specified period. Other qualities include a pleasant personality, strong oral skills, honesty, tactfulness and self-motivation. Training is a prerequisite and will be conducted between 22<sup>nd</sup>, March and 2<sup>nd</sup>, May 2010.

*For further information please contact the district office in the area you would like to work. In Cayo, please contact HQ in Belmopan, and for San Pedro and Caye Caulker contact the Belize district office. Completed application forms should be sent to your local district office. Only candidates selected for an interview will be notified. **Closing date for all positions: 1st March 2010***

Corozal	Orange Walk	Belize	Headquarters	Stann Creek	Toledo
New Admin Building	1A Queen Victoria Ave.	70 Cemetery Rd.	1902 Constitution Drive	129 Commerce St.	39 Front St.
Corozal Town	Orange Walk Town	Belize City	Belmopan	Dangriga Town	Punta Gorda Town
422-3277	322-2996	222-4276	822-2207	522-2986	722-2328