



Yavapai County Elections

ELECTRONIC POLL BOOK CLERK

JOB SUMMARY

EPB CLERK

Responsible for checking in voters with the Electronic Poll Books (EPBs)

- May be registered as any party, unaffiliated, or a student (ARS § 16-151).
- Help setup and arrange the Vote Center.
- Check the voters' identification.
- Use the EPB to process voters into the Vote Center.
- Work with the EDT and Marshal on wait times.
- Complete closing tasks.
- Assist others with closing procedures as needed.

This job summary is not comprehensive. Comprehensive job descriptions are available in the Poll Worker Manual.