



Census Jobs!

U.S. DEPARTMENT OF COMMERCE • U.S. CENSUS BUREAU

The Census Bureau is an Equal Opportunity Employer

A UNIQUE OPPORTUNITY: EARN MONEY WHILE YOU SERVE YOUR COMMUNITY

The U.S. Census Bureau offers employment opportunities for a variety of positions and durations to support the collection of data for the federal government. These positions may work varied schedules depending on assignments and job requirements. While working, you will serve your country and make a difference in your community.

Program	Description	Types of Work	Duration of Work
Decennial Census	The Census Bureau conducts a count of the entire population every 10 years, in years ending in "0." Throughout the decade, tests are also conducted in various locations in preparation for the Decennial Census. Large recruitment efforts begin one or two years prior to the population count. Decennial positions tend to pay more than other Census positions, but are short-term in nature. Positions most often last several weeks.	The Decennial Census program offers the following types of work: Data Collection Outreach Office	The Decennial Census program offers the following duration of work: Short-term
Current Survey	The Census Bureau conducts surveys almost every day of the year. Because of this, recruiting and hiring for these positions is ongoing, and many employees have worked for the Census Bureau for over 10 years. Current Survey positions vary in length but could extend several weeks, months, or years, depending on the survey work available. Applicants who are selected for Current Survey positions will be notified of the duration of the work assignment during the interview.	The Current Survey program offers the following types of work: Data Collection Office	The Current Survey program offers the following duration of work: Long-term
Special Census	Beginning approximately two years after Decennial Census operations (i.e., in 2022 after the 2020 Census is conducted), the Census Bureau may conduct Special Censuses in certain towns and cities that contract with the Census Bureau to update their population count.	The Special Census program offers the following types of work: Data Collection Office	The Special Census program offers the following duration of work: Short-term

TYPES OF WORK

Data Collection: The majority of available positions at the Census Bureau involve data collection. Data collection involves working from home and interacting with the public. These jobs could involve the following tasks: knocking on doors to collect personal information and verifying household address listings. These jobs almost certainly require you to work nights, weekends, and whenever respondents are available. Limited data collection supervisory positions are also available for the Decennial Census and Special Census programs.

Outreach: These positions are only available for the Decennial Census program. These positions involve outreach to Census partners and potential applicants for Census jobs. Outreach work is conducted outside an office environment.

Office: For applicants who live close to one of the limited number of Census Bureau offices, there are a few office positions available. Office duties include a variety of clerical support tasks such as file maintenance, data entry, answering/making phone calls, word processing, shipping and receiving, processing payroll and personnel actions, and other administrative operations. Limited office supervisory positions are also available for the Decennial Census and Special Census programs.

CONFIDENTIALITY REQUIREMENT

If you are hired, the information you collect from the public will be confidential and must **NOT** be disclosed to anyone who has not been sworn in to protect Census Bureau information.

DURATION OF WORK

Short-term: Most positions are short-term and generally last several weeks.

Long-term: There are a limited number of long-term positions. Long-term positions vary in length, but could extend several weeks, months, or years, depending on the survey work available. Applicants who are selected for long-term positions will be notified of the duration during the interview.

TRAINING

If selected, you may be asked to attend a paid training session. You may be asked to travel for training and will be reimbursed. Certain positions may require you to complete automated self-studies online and/or classroom training that may require travel to another city on government per diem for several days, including overnight travel. Other positions may require on-the-job training, as well as refresher training sessions periodically.

PAY

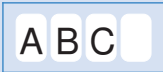
Social Security deductions will be taken from your earnings. Federal, state, and local income taxes, where applicable, also will be deducted. You will be reimbursed for authorized out of pocket expenses, telephone, and other travel costs, such as parking fees, bus fares, etc., while on official business travel. If hired, you will receive specific information about pay from a Census representative.



Am I eligible for Census work?

1. You must be a United States citizen, 18 years of age, or older, and have a valid Social Security Number.
2. You must have a valid e-mail address. Any questions or issues with your application will be communicated via this email or by text message if provided. All job interviews and job offers will be conducted via the phone numbers you have provided.
3. You must answer assessment questions. For some positions, the assessment questions may be available in Spanish; however, an English Proficiency Test may also be required.
4. Male applicants born after December 31, 1959, must be registered with the Selective Service System.
5. You may not engage in any partisan political activity while on duty.
6. Your current employment (including law and regulatory enforcement jobs) will be reviewed on a case-by-case basis for compatibility with Census Bureau employment.
7. Since not all people will be home during the day, you must be available to work days, evenings, and/or weekends. Visits will usually be no later than 9:00 p.m. You generally will have flexibility to choose which hours to work during these productive time periods.

How do I complete the BC-170, U.S. Census Employment Application?

1. Print clearly using a black or blue pen. We cannot accept your form if it is not legible. Print neatly in uppercase. For example → 
2. Follow the instructions provided with every item. If you do not answer all questions fully and correctly, you may delay the processing of your application.
3. Enter one letter or number within each white block or complete the information on the line provided.

Below are a few explanatory notes for some of the items:

Section A – Applicant Profile

- Item 3.** Enter your street address followed by your city, county, state and ZIP code. Enter the State postal abbreviation for the state in which you live, for example, MS for Mississippi.
- Item 6.** Enter your e-mail address. E-mail is the primary way you will receive information, should you be offered a position.
- Item 7.** Enter your contact number(s) in the appropriate fields, and *Mark (X) if Mobile*.
- Item 9a.** Enter your *Date of Birth*. For example, enter July 6, 1952 as follows:

Month	Day	Year
07	06	1952

Note: The hiring process for all positions covered by this application includes a Census Bureau performed background check. Applicants are required to pass the background check applicable to the position for which they are selected which will include the collection of fingerprints and the review of criminal history records as provided to the Census Bureau by the Federal Bureau of Investigations or other law enforcement entity. A criminal record may not automatically disqualify you. Unless a federal law or regulation prohibits the Census Bureau from hiring individuals with certain criminal records for applicable positions or occupations, we will consider, among other things, the nature of the crime, the time elapsed since the criminal conduct occurred, and the nature of the specific job in question. In addition, we will provide you with an opportunity to explain any errors in your criminal history record or to provide other supportive information.

The Application Process (Next Steps)

The application process includes the following forms:

1. BC-170 – U.S. Census Employment Application
2. BC-171 – Additional Applicant Information

All applicants will be required to answer assessment questions.

What are the assessment questions like?

The assessment questions are designed to indicate your fit for a variety of Census jobs. By submitting one application and answering a basic set of assessment questions, you may be considered for several positions. The assessment is physically accessible to people with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please find the information listed in the box below.

Privacy Act and Burden Statement

Solicitation of your personal information is authorized by Title 13 U.S.C., Chapter 1, Subchapter II, Section 23a and c; Title 5 U.S.C., Part II, Chapter 13; Title 5 U.S.C., Part III, Chapter 33, Subchapter 1, Section 1 and 20; and Executive Orders 9397, 10566.

The purpose of collecting this information is primarily to determine your qualifications for employment and may also be used to identify you to other sources asked to comment on your qualifications, e.g. educational institutions, former employers, and enforcement agencies, or to a court during legal proceedings. Personal information collected includes your Social Security Number (SSN), name, address, date of birth, telephone number, etc.

Disclosure of the information provided to us may be shared with other Census Bureau staff for the work-related purposes identified in this statement as permitted under the Privacy Act of 1974 (5 U.S.C. Section 552a). Disclosure of this information is also subject to the published routine uses as identified in the Privacy Act System of Record Notice OPM/GOVT-5, Recruiting, Examining, and Placement Records.

Furnishing this information is voluntary, but failure to provide any part or all of the data requested will result in you receiving no further consideration for employment.

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Paperwork Reduction Project 0607-0139, Field Division Correspondence Liaison, U.S. Census Bureau, 4600 Silver Hill Road, 5th Floor, Washington, DC 20233-1500. You may E-mail comments to FLD.Decennial.Oversight@census.gov; use "Paperwork Reduction Project 0607-0139" as the subject.

Disclosure of protected medical information will be subject to the confidentiality provisions of the Rehabilitation Act of 1973.

The eight digit OMB number on page 3 of this form confirms our authority to collect this information.

For more information, contact:



NOTE THE ACCURACY OF YOUR STATEMENTS WILL BE VERIFIED.FORM BC-170
(12-02-2021)U.S. DEPARTMENT OF COMMERCE
U.S. CENSUS BUREAU**U.S. CENSUS EMPLOYMENT APPLICATION****Section A – APPLICANT PROFILE****1. Social Security Number**

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2. Legal Name

Last Name

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Suffix

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First Name

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MI

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3. Home address

Please do NOT enter a PO Box or other non-physical address. Hiring may be partly based on where you live. E-911 addresses, street addresses and RFD numbers are acceptable (include apartment number, if any).

Address

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Address Continued

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Address Continued

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City

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County, Parish, Borough, or Municipio (Puerto Rico)

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State

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Zip Code

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4. Mailing address (if different from Item 3)

Address

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Address Continued

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Address Continued

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City

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County, Parish, Borough, or Municipio (Puerto Rico)

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State

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Zip Code

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5. Nearest cross streets to your home address

Cross Street A

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Cross Street B

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6. E-mail address

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7a. Phone information

Area code Number

Primary

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Mark (X)
if Mobile
Phone
☐
Mark (X)
in only
one box to
receive text
messages
☐

Secondary

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☐
☐

Other

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☐
☐
b. Do we have permission to text you on your mobile phone?*
☐
☐
Yes
No

*Standard data fees and text messaging rates may apply based on your plan with your mobile phone carrier.

8. Sex Mark (X) in one box only.
☐

Female

☐

Male

9a. Date of birth

Month

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Day

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Year

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b. Place of birth

City

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State or country

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FOR OFFICE USE ONLY**A. Office/FSA**

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B. FIPS State

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C. FIPS County

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D. Census Tract

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E. BCU

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F. Veteran's proof verified and attached
☐


16. Are you currently an elected official of any government agency?

☐ Yes – Indicate current title and agency. ➤

Title

Agency

☐ No

17. Are you currently employed by a law enforcement agency?

☐ Yes – Indicate current title and agency. ➤

Title

Agency

☐ No

18. Are you a retiree receiving a Federal annuity? *If you are an annuitant, your salary or annuity may be reduced upon employment. Social Security payments are **NOT** considered a Federal annuity.*

☐ Yes – Indicate the agency and explain in Section D. ➤

☐ No

19. Have you worked for the Federal government or military and received a Voluntary Separation Incentive Payment (VSIP) or "Buyout" within the past 5 years?

The majority of individuals who accept re-employment with the Federal government within 5 years of receiving the VSIP/buyout amount must repay the gross amount of the separation pay prior to reemployment.

☐ I have NOT received a VSIP/Buyout from a prior Federal appointment within the past 5 years.

☐ I have received a VSIP/Buyout from a prior Federal appointment within the past 5 years. I understand that I must repay the full amount before I may be reappointed. **If paid in full, you must provide proof of payment.**

Indicate VSIP/buyout Year

Agency

20. Do any of your relatives currently work for the Census Bureau? *Include – Parents, spouse, children, grandparents, siblings (include half), aunts, uncles, first cousins, nephews, nieces, in-laws and step relatives.*

☐ Yes – If yes, indicate relationship, current title, first/last name and location. ➤

Relationship

Current Title

First Name

Last Name

City

State

☐ No

If you need to add additional relatives continue in Section D.

Section C – LANGUAGE SKILLS AND AVAILABILITY

21. Some Census Bureau jobs require employees to conduct the Census interview by reading and recording responses to questions in a language other than English. The employee must be able to convince individuals who speak no English to respond to the interview by explaining the purpose and importance of the census. Employees will receive Census job-related training, but not language training.

Are you fluent in any language where you can hold a conversation, read and record responses, and respond to questions in that language? *If so, indicate the language(s) below and mark (X) to all that apply.*

Language(s)	Dialect	Fluent		
		Speak	Read	Write
		☐	☐	☐
		☐	☐	☐

Please include American Sign Language.

If you need to add additional languages continue in Section D.

22. Indicate the type(s) of transportation available for your use – Mark (X) ALL that apply.

☐ Automobile

☐ Check if 4-Wheel Drive

☐ Airplane

☐ Boat

☐ ATV (All terrain vehicle)

☐ Other – Describe ➤

☐ None

23a. When are you available to work? Census field work will usually require you to work evenings and weekends. Some positions will require shift work. Hiring for some positions is based, in part, on your availability. **Mark (X) in ALL that apply.**

☐ Evenings

☐ Weekends

☐ Weekdays

b. Total hours per week you are willing to work, up to and including 40.

If you have additional information continue in Section D.



YOU MUST SIGN THIS APPLICATION IN DARK INK. Read the following carefully before you sign. A false statement on any part of your application may be grounds for not hiring you, or for firing you after you begin work. Also, you may be punished by fine or imprisonment (U.S. Code, Title 18, Section 1001).

I understand that any information I give may be investigated as allowed by law or Presidential order. I consent to the release of information about my ability and fitness for federal employment by employers, schools, law enforcement agencies and other individuals and organizations, to investigators, personnel staffing specialists, and other authorized employees of the Federal Government. I certify that, to the best of my knowledge and belief, all of my statements are true, correct, complete, and made in good faith.

Signature	Date signed
Print name	

