

March 12, 2010

TO: All USDA Employees

SUBJECT: Recruitment of Federal Employees for the 2010 Decennial Census

The U.S. Census Bureau is currently taking applications for Census Enumerators. Census Enumerators go door to door obtaining information from households that have failed to return their census form. This work is done at night and on the weekends when residents are likely to be home. Employment is expected to last between four and ten weeks on average, beginning in April 2010 through July 2010.

USDA has signed an interagency agreement with the U.S. Census Bureau which makes USDA employees eligible for temporary census jobs if the work does not interfere with their primary employment. Employees are compensated at an hourly rate that varies by locality and Census employment does not count when calculating an employee's regular 40-hour workweek. A limited number of positions are available throughout the country; to find out about jobs in your area call the toll free jobs line at 1-866-861-2010. To find out more information visit the 2010 Census Jobs page, <http://2010.census.gov/2010censusjobs/>.

Karen A. Messmore, Director
Office of Human Resources Management

Frequently Asked Questions

What are the requirements for employment?

- U.S. citizenship (non- citizens may be hired when there are no other qualified citizens and there is a need for specific language skills)
- Must be 18 years or older
- A valid social security number
- Pass a written test of basic skills
- Pass a background check
- Have a valid driver's license (for most field jobs)

Where is the work?

The Census Bureau hires people to work in their own neighborhood; employees go door to door conducting interviews with residents who have not returned their census form. A limited number of jobs, primarily clerical in nature, are available in the Local Census Office.

What is the expected duration of employment?

Employees will work between 4 and 10 weeks on average. Employees may be extended if the workload permits and will be released when their services are no longer required.

Does the Census Bureau employ individuals with disabilities?

Yes, the Census Bureau is an Equal Opportunity Employer. Most of the positions require working outdoors, going door-to-door to interview household members. Many jobs also require the use of an automobile.

I am a veteran. Is veterans' preference given in hiring for temporary positions for Census 2010?

Yes. Qualified veterans who submit appropriate documentation (i.e., DD-214, Military Discharge Certificate) verifying their veterans' preference status will receive preference in hiring.

What questions are on the test?

The application test consists of 28 multiple-choice questions designed to measure the skills and abilities required to perform a variety of Census Bureau jobs, such as reading, math, following instructions, and map-reading skills. The test takes approximately 30 minutes to complete. The majority of the applicants pass the test.

How difficult is the test?

The test measures some of the basic skills needed to be a census taker, crew leader, etc., and four of every five applicants achieve a passing score of 70% or better.

How much will I get paid?

Employees are compensated at an hourly rate that varies by locality.

How will I get paid?

Census takers are paid weekly through direct deposit or they will receive a paycheck in the mail. They can expect to receive their first paycheck approximately ten to fourteen days after their first day of work, and will receive subsequent paychecks direct deposited or by mail, every seven days.

Can I combine my primary federal employment with my census employment and earn overtime?

No, census employment does not count when calculating an employee's 40-hour workweek.

Do I earn any benefits with a Census job?

Temporary census employees do not receive any insurance, retirement benefits, or paid time off.

Can I use leave from my primary Federal position at my Census job?

No. Employment with the Census Bureau is separate and distinct from other Federal employment. None of the benefits or entitlements derived from your primary position can be used when working with the Census Bureau temporarily.

What happens if a conflict of interest arises between my primary employment and the Census Bureau?

In the event that a conflict of interest arises between an individual's primary employment and the Census Bureau, an individual's primary employment takes precedence. The individual must be re-assigned to a different project if available; otherwise the employee must resign or be terminated from their Census Bureau position.