



Arizona House of Representatives

1700 West Washington
Phoenix, Arizona 85007

Prospective Applicant,

Thank you for your interest in the position of House Page at the Arizona House of Representatives. Following are the qualifications, duties, and general information relating to this position. A resume may be substituted for the application provided it addresses similar biographical information.

Qualifications for a Page

1. Must be at least 18 years of age.
2. High School Graduate or equivalent.
3. Good communication skills.
4. Pleasant disposition and an ability to get along with others.

Duties of Pages

1. Pages provide assistance on the chamber floor when the House is in session. This includes distribution of materials to the Representatives, delivering messages from Representatives to secretaries and staff and vice versa, and any other general assistance that is required.
2. Pages distribute copies of bills, Committee of the Whole calendars, and Third Reading calendars, along with any other legislatively relevant material.
3. Two Pages are assigned to each Standing Committee to provide assistance to the Committee Members and staff. The Pages are responsible for setting up the committee hearing room, providing general assistance during the committee meeting, and distributing agendas.
4. Pages deliver messages and other material throughout the Capitol complex and provide general assistance as required.
5. Other duties may be adopted under the discretion of the Page Supervisor or Sergeant-at-Arms.

General Information

Applications for Page positions are available from the House Pages Office throughout the year. Interviews are scheduled annually November through December to fill positions for the Regular Session, which begins the second Monday of January each year. Employment may start a few weeks prior to the beginning of the Session. Approximately twenty positions are available for each Regular Session.

There are full-time and part time Page positions available during the course of the Regular Session, approximately January through June. Generally, working hours are 8:00AM to 5:00PM, Monday through Friday. However, Committee hearings and Floor Sessions may go into the evening hours and must be adequately staffed; therefore employees are needed to be flexible.

Completed applications may be faxed, returned in person, or mailed to:

Page Supervisor
Arizona House of Representatives
1700 West Washington
Phoenix, AZ 85007-2844
Fax: (602) 417-3142

If you have any questions or need additional information, please contact:

Chris Balmos, Ashley Ouimette
Page Supervisors
Telephone: (602) 926-3656
E-mail: cbalmos@azleg.gov

Again, thank you for your interest.



Arizona House of Representatives
1700 West Washington Phoenix, AZ 85007-2848
P: (602) 926-3657 F: (602) 4173142

APPLICATION FOR HOUSE PAGE

Last Name	First	Middle	Social Security Number	
Permanent Address	City	State	Zip Code	Phone #
Present Address	City	State	Zip Code	Phone #
Date of Birth	Are you related to any AZ Public Official?		If Yes, whom?	
Have you ever been convicted, or paid a fine, for an offense other than minor traffic violations? If Yes, give details (dates, charges, dispositions, etc.)				

Employment History (Most recent first; may be substituted by resume)

1. Employer	Employment Dates	Salary
Address	Phone	Supervisor
Description of Position and Duties		
2. Employer	Employment Dates	Salary
Address	Phone	Supervisor
Description of Position and Duties		

Education

Name of School (most recent first)	City/State	Degree	Major	Dates

Activities

Early morning and late night meetings will occasionally occur and your attendance may be required. There are no holidays, nor a spring break, while the legislature is in session. Are you willing to make such a commitment? Yes _____ No _____ Initial _____

Pages are considered to be temporary staff and work only through the duration of session. The last working day for temporary pages will be *Sine Die* (last day of session), which is normally towards the end of June. However, a few pages are chosen to work over the interim.
Initial _____

Signature of Applicant	Date	Referred by
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FOR INTERVIEWER'S USE ONLY:

Comments: _____
