

**SUPPLEMENTAL QUESTIONNAIRE FOR
ASSOCIATE PROPERTY APPRAISER (BOE) POSITION**

Completion of this questionnaire is required and must accompany the Standard State Examination/*Employment Application* when applying for the announced vacancy. Applications received without the completed questionnaire cannot be considered for the position.

The following questions were developed so that you may provide the interviewer(s) with a more thorough awareness of your educational accomplishments and your work experiences that make you a good candidate for the Associate Property Appraiser position in the Property and Specialist Taxes Department of the State Board of Equalization. If you need more room, please add another page or pages.

One of the requirements for being a Property Appraiser with the State Board of Equalization (BOE) is that the candidate must hold a valid appraisers' certificate for property tax purposes. Do you currently hold a valid Appraisers' Certificate issued by the BOE? If not, would you meet the minimum qualifications to attain an Appraisers' Certificate by having earned a four-year degree from a recognized college or university?

The Associate Property Appraiser is required to conduct compliance audits of various California County Assessors' offices. What knowledge do you have of assessors' office operations? What experience do you have in conducting compliance audits, or similar investigative research?

In conducting compliance audits of California County Assessors' offices, the Associate Property Appraiser is required to compare routine and complex assessment procedures and practices to applicable property tax law, appraisal theories, and BOE policies dealing with the assessment of property. What experience do you have with California property tax laws, property appraisals, and BOE policies as they apply to the assessment of real property?

The Associate Property Appraiser interviews assessors' staff and reviews property assessment records. Upon completion of this research in the assessors' office, the Associate Property Appraiser will write a report summarizing their investigation and findings. What education and/or experience do you have in writing reports of a similar nature?

PRINT – Candidate's Name

Signature of Candidate

Date Supplemental Questionnaire Completed