

**Board of Equalization
Human Resources Division
Classification and Pay Section**

This questionnaire is designed to assist in reviewing your qualifications for the Associate Personnel Analyst vacancy located in the Classification and Pay Section. Applications submitted without a completed questionnaire will not receive further consideration for this position.

Please limit your responses to no more than two (2) pages.

Name _____

Date _____

- 1) Summarize your educational background, training, and experience and describe how it relates to this Associate Personnel Analyst position.
- 2) Write a description of the steps you use to approach an analytical assignment.
- 3) Describe how you manage multiple high priority projects on a concurrent basis.
- 4) Describe the traits or personal qualities you possess that make you the right person for this Associate Personnel Analyst position.