



County of Yuba

SUPPLEMENTAL QUESTIONNAIRE	
Human Resources Analyst I/II	
APPLICATION FINAL FILING DEADLINE: Wednesday, August 23, 2017 @ 5:00 PM	APPLICANT NAME:
<i>Note: This supplemental questionnaire is included as part of the on-line application process. On-line applications do not need to complete this paper copy.</i>	
Send this and all application materials to: Yuba County Human Resources & Organizational Services 915 Eighth Street, Suite 113, Marysville, CA 95901	

This supplemental questionnaire is an integral part of the selection process. Responses will be reviewed and evaluated based on the job requirements. It is important that responses be as complete and detailed as possible. Please type responses on a separate sheet of 8 ½ X 11 paper, reference responses to the appropriate questions and attach responses to this cover sheet. Applicants with the most relevant experience will be invited to the next phase of the selection process – a Qualified Appraisal Panel. FAILURE TO SUBMIT A COMPLETE COUNTY APPLICATION AND THIS SUPPLEMENTAL QUESTIONNAIRE TO YUBA COUNTY HUMAN RESOURCES DEPARTMENT BY THE FINAL FILING DATE WILL RESULT IN REJECTION OF YOUR APPLICATION.

Please provide and attach a typed document describing your related experience, education and training for the following questions.

Human Resources Program	Not Performed	Years Performed	Level of Responsibility (i.e. support, entry level, specialist, management)
1. ADA/FEHA Interactive Process	<input type="checkbox"/>		
2. Return to Work/ Leave Management	<input type="checkbox"/>		
3. Class & Comp	<input type="checkbox"/>		
4. Recruitment			
a. Exempt	<input type="checkbox"/>		
b. Non-Exempt	<input type="checkbox"/>		
5. Policy & Procedure Development and Implementation	<input type="checkbox"/>		
6. HRIS	<input type="checkbox"/>		
7. Labor Relations	<input type="checkbox"/>		
8. Organizational Development	<input type="checkbox"/>		
9. Employee Development	<input type="checkbox"/>		
10. Risk Management	<input type="checkbox"/>		
11. Benefits	<input type="checkbox"/>		
12. Project Management	<input type="checkbox"/>		

13. Do you possess a valid PHR or SPHR certification (select response)? YES NO

I attest that all the statements made in this application supplement are true, complete, and correct to the best of my knowledge and are made in good faith. I understand that any misrepresentation and/or falsification of my answers may make me ineligible to continue in this recruitment. My signature authorizes the County of Yuba to make any appropriate investigations to verify information.

Signature of Applicant: _____ **Date:** _____