



ASSISTANT PLANNER

Supplemental Questionnaire

Please provide complete, concise responses to the following questions. In your responses, please note the position(s) held and the length of service where you acquired related experience, as applicable. If you do not have any experience or training related to a question, please enter "N/A".

Each answer should not exceed one page. At the top of each page please include your name and page number. For each question, please write it out completely before responding. The responses to these questions will be reviewed and evaluated prior to the next step in the recruitment process.

1. Describe your experience working with the public, particularly any experience working at a customer service counter. Please explain how you ensure high-quality customer service delivery.
2. Describe your experience and training in interpreting, applying, and/or drafting municipal regulations, codes, and ordinances. Please specify the nature of your work and the regulations, codes, and ordinances with which you have worked.
3. Explain why you are interested in the Assistant Planner position and how you believe you can make a positive contribution to the City of Capitola.