



BACKGROUND INFORMATION (Please Keep Your Responses to Each Question to 400 words or less):

1. Describe your background and qualifications that you believe are relevant to this position. (Attach resume that is no more than 2 pages in length. Resume text will not count toward 400-word limit for this Question No. 1):
2. Please identify and describe any community involvement and/or your service on boards, commissions or committees in El Monte or elsewhere:
3. Briefly explain why you would like to serve as City Treasurer and provide your top 3 priorities.



SUPPLEMENTAL QUESTIONNAIRE – EL MONTE CITY TREASURER VACANCY

ANSWERS TO QUESTIONS ARE REQUIRED. PLEASE USE NO MORE THAN TEN TYPED OR HANDWRITTEN PAGES TOTAL IN RESPONDING TO ALL THE QUESTIONS BELOW. WORD FONT SHOULD BE NO LESS THAN 10 PT.

1. What do you believe is the most critical duty of the City Treasurer and why?

2. What do you see as the role of City staff?

3. What steps would you take to learn about the City's financial policies and procedures?

4. Have you reviewed the City's budget and are you familiar with where and how the City receives its funding?

5. How would you work collaboratively with other City officials and departments?

6. Give an example of how you resolve a situation where your personal philosophy is at odds with what is best for the City?

7. How would you handle disagreements or conflicts in a professional setting?

8. What would you do if you were contacted directly by a resident or business to resolve a City related problem?

9. What actions would you take if the audit reveals findings? How would you address any recommendations or concerns raised by the auditors?

10. What steps would you take to address potential conflicts of interest with City staff and vendors?



CANDIDATE STATEMENT (Please include a Candidate Statement below)

Your Candidate Statement should not exceed 400 words in length and may include the following:

- Your name and occupation.
- A brief description of your education and qualification to be a City Treasurer.
Your Candidate Statement **may not** include the following:
- Your political party affiliation; or
- References to membership or activity in partisan political organizations; or
- Comments or statements concerning the qualifications or alleged lack of qualifications of other applicants. Applicants should avoid making any reference to other applicants in the Candidate Statement.