

DIRECTOR, GENERAL SERVICES AGENCY

Supplemental Questions

Please limit typed responses to questions 2 to 5 to not more than one 8-1/2 by 11-inch page for each question. Indicate your name at the top of each page.

1. Relevant Experience:

List the positions which best exemplify your experience for the Director, General Services Agency. For each position, provide the following information:

- a. Position, job title, employment dates, salary, name of your immediate supervisor
 - b. Description of organizational structure (attach organizational chart indicating the position you hold/held)
 - c. Description of major functions for which you are/were responsible
 - d. Complexity of your assignment and your level of authority
2. Describe your experience in the administration of a budget similar in complexity and dollar amount to the Alameda County GSA.
3. Describe your administrative experience in terms of managing a multi-service organization comparable to the Alameda County GSA.
4. Highlight your experience and dealings working directly with governing bodies and/or elected officials (e.g. City Councils, Board of Supervisors, Commissions, Boards.
5. Highlight other noteworthy accomplishments that clearly demonstrate you are ready to take on the responsibilities at the level of the Director, GSA.