

Appraisal Assistant II (or lesser)

IMPORTANT

In order to be considered for the Appraisal Assistant II (or lesser) positions, you must complete and submit this questionnaire.

When submitting your application package, please use the following email subject line format:

Last Name, First Name – Competition 12-XX

Provide **complete** information to all questions, save, and submit to careers@bcassessment.ca by clicking on the SUBMIT button above. You can also download this file by selecting 'File' and **Save As** in your web browser toolbar. Select a location on your computer to save the document, e.g. your desktop, once completed, you can attach it to an email and submit to careers@bcassessment.ca

We encourage you to review the recruitment information and links on the BC Assessment website: <http://www.bcassessment.ca/careers>

Competition Number:

Applicant Information

Legal Family Name:

Legal First Name:

Preferred Name:

Mailing Address:

Email Address:

(The majority of our communication with you as an applicant will be through this email address. Please monitor your email regularly).

Phone #1:

Phone #2:

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For the following questions please click and/or fill any other details as required.
Incomplete applications will not be considered.

Are you legally entitled to work in Canada?

Have you ever been an employee of BC Assessment?

If Yes, what location:

Are you currently an employee with BC Assessment?

If Yes, what location:

Have you written the *Appraisal Assistant*
pre-employment tests within the last **24 months**?

If YES, please provide date (mm/dd/yyyy):

Would you also be interested in other **Temporary**
Appraisal related opportunities at BCA?

How did you first hear about this employment opportunity?

Other - please specify:

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Highest level of education completed:

- Program:
- Institution:
- List Major/Minor:
(e.g. Bachelor of Commerce, Urban Land Economics - Major)
- Location:
- Date Started (mmm/yyyy):
- Completed?
- Completion Date (mmm/yyyy):
- Other* – please specify:

*If your education noted above was not through an accredited Canadian post secondary institution, **the onus is on you to provide an evaluation of your credentials through a credential evaluation service.** One service is International Credential Evaluation Service at www.bcit.ca/ices.

Computer Skills- Please check selection that matches your skills:

Program	Experience
MS Word 2007	
MS Excel 2007	
MS Outlook 2007	
MS PowerPoint 2007	

Other computer programs in which you are proficient, please list with your skill level:

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Employment History

Describe your COMPLETE work history. Begin with your present or last employer. Attach additional pages if required.			
Name/Address/Website of Employer		Your position and duties	
Start date (MM/YY)	Left (MM/YY)	Phone or Email	Reason for Leaving
Supervisor's name/position			

Unemployed Period between (if any) _____

Describe your COMPLETE work history. Begin with your present or last employer. Attach additional pages if required.			
Name/Address/Website of Employer		Your position and duties	
Start date (MM/YY)	Left (MM/YY)	Phone or Email	Reason for Leaving
Supervisor's name/position			

Unemployed Period between (if any) _____

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Supervisor's name/position			

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The information collected on this form is collected under the authority of the *Freedom of Information and Protection of Privacy Act* (Section 26(c)). It is required for the recruitment and selection of employees and is used to record information about applicants and as a basis for determining employment suitability. In the case of successful applicants, the information will be used for BC Assessment's human resources programs.

Certification

I certify that the information provided in this questionnaire and the attached resume or application or any other attachment is true, accurate and complete.

I understand that if such information is at any time found to be false, inaccurate, misleading or incomplete, BC Assessment may reject this application, or, at its sole option or discretion, cancel my appointment, terminate my employment without notice or salary in lieu of notice or institute such other disciplinary action as it may deem fit.

I hereby authorize my references and former employers to release any employment related information concerning me to BC Assessment.

I have read and agree to the above conditions:

Name:

Email:

Date (mm/dd/yyyy):

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