

**Visitors must check in with the security guard located at OPM, 450 Capitol Avenue.** The security guard will direct visitors to Conference Room C at 470 Capitol Avenue which houses both the cafeteria and several conference rooms.

**DIRECTIONS TO LOT C – FOREST STREET**

#### VISITOR'S PARKING

All examination attendees **MUST** park at Lot C Forest Street and take the shuttle bus to **410-470 Capitol Avenue Complex**.  *Please refer to the Capitol Avenue Shuttle Schedule for specific arrival and departure times to and from off-site parking. You will find a copy of driving directions and the shuttle schedule with your examination approval letter.*

Handicapped parking spaces are available at the 410 - 470 Capitol Avenue Complex as well as at the satellite parking lot at Forest and Capitol.



From I-91 (North or South) and from east of the river

In Hartford, take I-84 West and take Exit 47 Sigourney Street. At the end of the ramp turn left onto **Sigourney Street** and stay in the right lane as you go under the highway and through the light. Get into the left lane and bear left at the fork. At the stop light turn left onto **Park Terrace**. At the next stop light turn left onto **Capitol Avenue.** Take a right onto **Forest Street. Lot C** is on the left.

From I-84 East

Take I-84 East to Exit 46 Sisson Ave.(left exit.) Turn left at the 1st light onto **Sisson Avenue**. At the next light turn left onto **Capitol Avenue**. Turn left onto **Forest Street.** **Lot C** will be on your left.

From I-84 West

Take Exit 47 **Sigourney Street** Exit. At the end of the ramp turn left onto **Sigourney Street** and stay in the right lane as you go under the highway and through the light. Get into the left lane and bear left at the fork. At the stop light turn left onto **Park Terrace**. At the next stop light turn left onto **Capitol Avenue**. Take a right onto **Forest Street**. Lot C is on the left.

Upon arriving, you must sign in and out at the OPM security desk located at 450 Capitol Avenue where you will be issued a visitor pass. A photo I.D. will be required. Proceed straight to 470 Capitol Avenue Conference Room C **(located next to the cafeteria, just past the ATM machine**).

*The Office of Policy and Management (OPM) is located at 450 Capitol Avenue in Hartford, Connecticut.  We are located 0.3 miles west of the Legislative Office Building and 0.4 miles west of the State Capitol.*

OPM is housed in a five (5) story red brick building that has a greenroof, green window trim, and green handrails.

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Thursday, March 22, 2018

**470 Capitol Avenue**

**Conference Room C**

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### STATE OF CONNECTICUT

Office of Policy and Management

Comprehensive Planning & Intergovernmental Policy Division

450 Capitol Ave. - MS#54FOR

Hartford, CT 06106-1379

Application Form

Each applicant must complete and return an application form to the Office of Policy and Management. The application must be received by OPM no later than March 6, 2018.

An application form is enclosed with this announcement. Please make additional copies as needed. You may also download additional applications from [www.ct.gov/opm](http://www.ct.gov/opm), under Comprehensive Planning & Intergovernmental, Databases and Resources, then Certified Revaluation Employee Guidebook.

Mail Application To:

Office of Policy and Management

Comprehensive Planning & Intergovernmental Policy Division (CPIP)

450 Capitol Avenue, MS #54FOR

Hartford, Connecticut 06106-1379

Attn: David Kalafa

Parking

Parking is available in the designated **Parking lot C- FOREST STREET**. Please allow additional time to park and take the shuttle bus from the parking lot to 410-470 Capitol Avenue complex.

**Information**

If you need additional information, clarification, or applications, please visit our web site at: <http://www.ct.gov/opm> CPIP or call David Kalafa at (860) 418-6221 or via e-mail at David.Kalafa@ct.gov.

Applicant Requirements

Admission to an examination will be allowed only if the applicant meets all the minimum experience requirements as stated within “*The Regulations of Connecticut State Agencies.*”

Applicants for certification in *Residential Value Estimation* shall furnish documentary evidence of having not less than two (2) years of experience in the fields of assessing, revaluation or appraising.

Applicants for certification *in Commercial and Industrial Value Estimation* shall furnish documentary evidence of having not less than three (3) years of experience in the fields of assessing, revaluation or appraising.

Applicants for certification *in Personal Property Value Estimation* shall furnish documentary evidence of having not less than two (2) years of experience in the fields of assessing, revaluation or appraising.

Applicants for certification as a *Supervisor* shall furnish documentary evidence of having not less than three (3) years of experience in the fields of assessing, revaluation or appraising and of having received a passing grade for both the Residential Value Estimation examination and the Commercial and Industrial Value Estimation examination.

**Revaluation Examination(s) Announcement**

**T**he Office of Policy and Management (OPM) announces that the examinations for Revaluation Personnel Certification will be held on **Thursday, March 22, 2018**. The following examinations will be offered:

1. Land/Residential
2. Commercial/Industrial
3. Personal Property
4. Supervisor

Time and Place

The examinations will be held at 470 Capitol Avenue, Hartford, Connecticut (Conference Room C.) **The morning session examinations will begin at 8:30 a.m. and the afternoon session examinations will start at 1:00 p.m.** Each examination session will last three (3) hours. All four examinations will be offered at both the morning and afternoon sessions. Please note that applicants are allowed to complete only one examination per session.

What to Bring

Persons taking the examination(s) will be required to produce photo identification prior to being admitted. A valid current driver’s license is recommended. Two sharpened #2 pencils and an eraser. Silent battery operated calculators may be used during the examination. **CELL PHONES ARE NOT PERMITTED IN THE TEST ROOM.**