

**EMPLOYMENT APPLICATION**

**ORANGE COUNTY**  
 333 W. Santa Ana Blvd  
 Santa Ana, California 92701  
 ochr@ocgov.com  
<http://www.ocgov.com/jobs>

Sidhu, Harry  
 0182E1-1212-054(O) COUNTY CLERK RECORDER

Received: 1/14/13 5:01 PM

For Official Use Only:

QUAL: \_\_\_\_\_

DNQ: \_\_\_\_\_

☐ Experience

☐ Training

☐ Other: \_\_\_\_\_

**PERSONAL INFORMATION**

**POSITION TITLE:**  
 COUNTY CLERK RECORDER

**EXAM ID#:**  
 0182E1-1212-054(O)

**NAME:** (Last, First, Middle)  
 Sidhu, Harry

**SOCIAL SECURITY NUMBER:**  
 N/A

**ADDRESS:** (Street, City, State, Zip Code)

**HOME PHONE:**

**ALTERNATE PHONE:**

**EMAIL ADDRESS:**

**DRIVER'S LICENSE:**  
☐ Yes ☐ No

**DRIVER'S LICENSE:**  
 State: CA Numbe

**LEGAL RIGHT TO WORK IN THE UNITED STATES?**  
☐ Yes ☐ No

**PREFERENCES**

**PREFERRED SALARY:**  
 \$139,526.00 per year

**ARE YOU WILLING TO RELOCATE?**  
☐ Yes ☒ No ☐ Maybe

**WHAT TYPE OF JOB ARE YOU LOOKING FOR?**  
 Regular

**TYPES OF WORK YOU WILL ACCEPT:**  
 Full Time

**SHIFTS YOU WILL ACCEPT:**  
 Day

**OBJECTIVE:**

Applying for appointment to the Office of County Clerk-Recorder. I believe that my experience in the private sector and local government gives me the ability to look at operations with a critical eye and institute reforms where needed. As County Clerk-Recorder, I will bring a private sector-based vision to the Clerk-Recorder's Office. In addition, I will be unencumbered by ties to the current bureaucracy and policies. My philosophy toward government is that it exists to serve the people of Orange County. While the Clerk-Recorder's Office currently has many fine attributes, there is always room for improvement. My vision is to run a frugal and highly efficient office that will partner with job creators, property owners, and the public.

**EDUCATION**

Nothing Entered For This Section

**WORK EXPERIENCE**

Nothing Entered For This Section

**CERTIFICATES AND LICENSES**

Nothing Entered For This Section

**Skills**

Nothing Entered For This Section

**ADDITIONAL INFORMATION**

Nothing Entered For This Section

**REFERENCES**

Nothing Entered For This Section

**Agency-Wide Questions**

1. **What is your desired work location?**  
Central/Civic Center  
**Are you a current or former County of Orange employee?**  
No
  3. **What is/was your Job Title?**  
N/A
  4. **Please provide your employment dates with the County of Orange.**  
N/A
  5. **What Agency/Department do/did you work for?**  
Not/Applicable
  6. **If you selected Other in question 5, please specify in the text box below.**  
N/A
  7. **If formerly employed with the County of Orange, what name were you employed under?**  
N/A
  8. **How did you hear about this position?**  
County Website/Internet
  9. **May we contact your current employer?**  
Yes.
- 

The following terms were accepted by the applicant upon submitting the online application:

Certificate of Applicant - By clicking ACCEPT, I certify that all statements made in this application and the attachments are true and I agree and understand that misstatements or omissions of any material fact may be cause for further investigation and may lead to disqualification or dismissal. I also grant permission for the County to verify any and all information contained within by contacting former employers and schools, etc.

This application was submitted by Harry Sidhu on 1/14/13 5:01 PM

**HARRY S. SIDHU, P.E.**

January 14, 2013

The Honorable Shawn Nelson, Chairman, 4<sup>th</sup> District  
The Honorable Patricia Bates, Vice-Chair, 5<sup>th</sup> District  
The Honorable Janet Nguyen, 1<sup>st</sup> District  
The Honorable John Moorlach, 2<sup>nd</sup> District  
The Honorable Todd Spitzer, 3<sup>rd</sup> District  
County of Orange  
Hall of Administration

Re: *County Clerk-Recorder Position Recruitment*

Dear Chairman Nelson and The Honorable Board of Supervisors:

Please accept this letter and resume (attached) as my application for the appointment to the office of Orange County Clerk-Recorder.

I believe that my experience in the private sector and local government gives me the ability to look at operations with a critical eye and institute reforms where needed. As County Clerk-Recorder, I will bring a fresh, private sector-based vision to the Clerk-Recorder's Office. In addition, I will be unencumbered by ties to the current bureaucracy and past policies.

My philosophy toward government is that it exists to serve the people of Orange County. While the Clerk-Recorder's Office currently has many fine attributes, there is always room for improvement. My vision is to run a frugal and highly efficient office that will partner with job creators, property owners, and the public.

Significantly, my comprehensive background knowledge provides me with a solid understanding of the pivotal issues involving the potential impacts, essential duties, and responsibilities of the two major divisions of the Clerk-Recorder's Office: Recorder Services and Systems; and Clerk Services.

Highlights of my qualifications include the following:

- Establishing effective and innovative policies;
- Structuring priorities to achieve efficient problem solving;
- Timely responsiveness to public and customer needs as an elected public official and businessman;
- Results-oriented managerial team-building in the public and private sectors;
- Creating a long-term vision for business operations and economic development in the public and private sectors;
- Directing and prioritizing valuable allocation of resources to achieve timely outcomes;
- Responsibility for appointment, management, and oversight of City Manager, City Clerk, City Attorney, and City Treasurer in Anaheim (tenth largest city in the state);
- Setting measurable goals within budgetary guidelines in the public and private sectors;
- Ensuring city department annual budgets provided for allocation of resources to achieve identified goals within city budget in excess of \$1 Billion; and,
- Real estate transaction skills.

Your time and consideration are most appreciated. I look forward to meeting with you and the members of the Orange County Board of Supervisors to discuss in greater detail the valuable contributions I could bring to the County as your next County Clerk-Recorder. If you have any questions, please call at ( ) email me directly at ( )

Sincerely,



Harry Sidhu

cc: Orange County Department of Human Resources

**HARRY S. SIDHU, P.E.**

**RESUME**  
**SUMMARY OF QUALIFICATIONS AND ACCOMPLISHMENTS**

- **Longtime Orange County Business Owner, Licensed Real Estate Broker, General Contractor, and Professional Engineer**
  - Owned and developed over twenty-eight small businesses, hiring, employing and managing over 1,000 employees, as well as hundreds of contractors, subcontractors, and architects.
  - Highly knowledgeable with regard to County and local municipality laws, codes, regulations, requirements, procedures, and policies involving development plan checks, design reviews, construction project filings and permits, public hearings, construction operations, fictitious name filings, recording of deeds, and deed restrictions.
- **Member of the Anaheim City Council for two terms - served November 2004 - 2008 (1st Term) and November 2008 - 2012 (2nd Term)**
  - Brought an innovative leadership approach to the Anaheim City Council during my terms of service.
  - Approved, successfully administered, and provided oversight of the City's annual budget in excess of \$1 Billion, staff's annual department budgets, allocation of department resources to achieve identified goals within budget, and the City's long-range strategic plan.
  - Directly responsible for, and approved, the appointment, management and oversight of City Manager, City Clerk, City Attorney, and City Treasurer - successfully appointing four new members to this Executive Team during my eight year tenure as a City Council Member.
  - Reviewed, analyzed, approved, and implemented County, State and Federal policies and legislation affecting the City and local government.
  - Direct oversight of the Office of the City Clerk, responsible for the City's official seal, deed recording, management of City official records, facilitating access to public records through advanced technology, and maintaining the City's legislative history.
  - Partnered with the Orange County Clerk-Recorder to automate the recording of various records (covenants, notices of completion, encroachments, easement deeds, and grant deeds) - to be recorded by the Anaheim City Clerk's office, Public Works, and Public Utilities. This resulted in significant staff, travel, and other savings to both agencies on behalf of the taxpayers.
  - Ensured City Municipal Code was accurately maintained, codified, and available online, as well as City Administrative Regulations, Council Policies, and the City Charter.
  - Determined that all actions of the City Council were accurately recorded and maintained and those certain permanent records were preserved to keep their integrity.
  - Encouraged electronic access to City records resulting in increased digitization of City records providing greater online access to the public through portals such as the City website "Transparency in City Government" consolidated links to: Minutes; FPPC Required Filings including Election Related Documents; Human Resources Documents including Council Member/Executive Manager/Full-Time Employee Compensations; and Financial Documents including Current Operating Budget, Expense Reports, and Purchasing Services Agreements.
  - Promoted and supported the elimination of silo practices to foster greater internal efficiencies while improving external transparency and accountability. This resulted in a citywide implementation of an electronic management database system designed to guarantee legal compliance in records management, providing a central retrieval database that offered greater ease of access to city records, between departments, as well as identified public records for access by the public. This project reduced staff time in research, public records act requests, as well as improved business practices, while ensuring appropriate security was in place to maintain confidentiality.

- **Member of the Anaheim City Council for two terms - served November 2004 - 2008 (1st Term) and November 2008 - 2012 (2nd Term) - Continued**

- Understanding the importance of accurate record-keeping, supported the study and development of a citywide Records Retention Schedule to ensure all records are identified and retained in accordance with applicable law, on a consistent citywide basis. This practice increased efficiencies, reduced cost required for offsite storage, and reduced possible claims of litigation.
- Achieved regulatory reform and streamlining of processes by encouraging and supporting improvements to various permitting processes within the Planning Department resulting in fee reform, "Home Improvement Holiday" waiving of building permits for homeowners (more than 3,000 improvements and over \$26 Million of private investment), "Business Tax Holiday" for small business owners, deferral of development impact fees to time of certificate occupancy issuance as an economic incentive for residential projects and commercial development, shortened time frames, and cost savings (reducing time spent processing conditional use permits, eliminating pre-file applications, waiving parking studies where appropriate, creating library of standard conditions, and flexibility in conditions of approval).

- **Other Significant Accomplishments Include**

- Recognized as "Elected Official of the Year" - Anaheim Business Awards 2012: for envisioning and implementing a free annual Anaheim/OC Job Fair and Expo (2009-2012) - resulting to date in over 1700 job hires countywide; and for support of Anaheim Enterprise Zone designation to aid job creation.
- Instituted meaningful pension reform for the Anaheim Municipal Employees Association - a reduced defined benefit retirement plan of no less than "2%@60" and "three year final averaging" for hires on or after effective date of June 2012 formula change, and Anaheim Fire Association, Local 2890 - modified defined benefit retirement tier of "2%@50" effective Dec. 2012 for new hires with "three year final averaging" (without this amendment, many of the future hires would have been afforded the current "3%@50" formula). By amending the PERS Safety Plan prior to Dec. 31, 2012, future pension costs for lateral Fire Suppression employee hires on or after Jan. 1, 2013 will be reduced.
- Supported groundbreaking city charter amendment prohibiting eminent domain abuse.

- **Experience As A Real Estate Broker**

- Proficiently handled real estate transactions, purchase agreements, escrow documents, and numerous recordings in counties throughout California.
- Effectively dealt with title companies and county recorders on necessary documents, managed usage of title documents, escrow title searches, and recording of deeds.

- **Experience As A Mechanical Engineer**

- Utilized critical thinking, implemented strategic planning, and innovative problem solving as a U.S. Defense Industry Engineer for Hughes Aircraft and Consulting Engineer with Rockwell International and General Dynamics.
- Designed, implemented, and managed implementation of productive engineering projects.

### **COMMUNITY INVOLVEMENT**

My Community involvement has included the following: Community Advisory Board Member, Boys and Girls Clubs of Anaheim; Advisory Board Member, Anaheim Family YMCA; Anaheim Chamber of Commerce Member; Orange County Republican Party, Deputy Chairman, City of Anaheim; general aviation activities; charity fundraiser and sponsor of youth sports; supporter of the arts and arts education; and many civic activities.

### **EDUCATION AND PROFESSIONAL LICENSES**

Bachelor of Science: Mechanical Engineering, Drexel University, Philadelphia, Pennsylvania  
Licensed Professional Engineer, State of California  
Licensed Real Estate Broker, State of California  
Licensed General Contractor, State of California

*References available upon request.*

Exhibit 12

4/2/13 Clerk Recorder



## **HARRY S. SIDHU, P.E.**

### **RESUME** **SUMMARY OF QUALIFICATIONS AND ACCOMPLISHMENTS**

- **Longtime Orange County Business Owner, Licensed Real Estate Broker, General Contractor, and Professional Engineer**
  - Owned and developed over twenty-eight small businesses, hiring, employing and managing over 1,000 employees, as well as hundreds of contractors, subcontractors, and architects.
  - Highly knowledgeable with regard to County and local municipality laws, codes, regulations, requirements, procedures, and policies involving development plan checks, design reviews, construction project filings and permits, public hearings, construction operations, fictitious name filings, recording of deeds, and deed restrictions.
- **Member of the Anaheim City Council for two terms - served November 2004 - 2008 (1st Term) and November 2008 - 2012 (2nd Term)**
  - Brought an innovative leadership approach to the Anaheim City Council during my terms of service.
  - Approved, successfully administered, and provided oversight of the City's annual budget in excess of \$1 Billion, staff's annual department budgets, allocation of department resources to achieve identified goals within budget, and the City's long-range strategic plan.
  - Directly responsible for, and approved, the appointment, management and oversight of City Manager, City Clerk, City Attorney, and City Treasurer - successfully appointing four new members to this Executive Team during my eight year tenure as a City Council Member.
  - Reviewed, analyzed, approved, and implemented County, State and Federal policies and legislation affecting the City and local government.
  - Direct oversight of the Office of the City Clerk, responsible for the City's official seal, deed recording, management of City official records, facilitating access to public records through advanced technology, and maintaining the City's legislative history.
  - Partnered with the Orange County Clerk-Recorder to automate the recording of various records (covenants, notices of completion, encroachments, easement deeds, and grant deeds) - to be recorded by the Anaheim City Clerk's office, Public Works, and Public Utilities. This resulted in significant staff, travel, and other savings to both agencies on behalf of the taxpayers.
  - Ensured City Municipal Code was accurately maintained, codified, and available online, as well as City Administrative Regulations, Council Policies, and the City Charter.
  - Determined that all actions of the City Council were accurately recorded and maintained and those certain permanent records were preserved to keep their integrity.
  - Encouraged electronic access to City records resulting in increased digitization of City records providing greater online access to the public through portals such as the City website "Transparency in City Government" consolidated links to: Minutes; FPPC Required Filings including Election Related Documents; Human Resources Documents including Council Member/Executive Manager/Full-Time Employee Compensations; and Financial Documents including Current Operating Budget, Expense Reports, and Purchasing Services Agreements.
  - Promoted and supported the elimination of silo practices to foster greater internal efficiencies while improving external transparency and accountability. This resulted in a citywide implementation of an electronic management database system designed to guarantee legal compliance in records management, providing a central retrieval database that offered greater ease of access to city records, between departments, as well as identified public records for access by the public. This project reduced staff time in research, public records act requests, as well as improved business practices, while ensuring appropriate security was in place to maintain confidentiality.

- **Member of the Anaheim City Council for two terms - served November 2004 - 2008 (1st Term) and November 2008 - 2012 (2nd Term) - Continued**

- Understanding the importance of accurate record-keeping, supported the study and development of a citywide Records Retention Schedule to ensure all records are identified and retained in accordance with applicable law, on a consistent citywide basis. This practice increased efficiencies, reduced cost required for offsite storage, and reduced possible claims of litigation.
- Achieved regulatory reform and streamlining of processes by encouraging and supporting improvements to various permitting processes within the Planning Department resulting in fee reform, "Home Improvement Holiday" waiving of building permits for homeowners (more than 3,000 improvements and over \$26 Million of private investment), "Business Tax Holiday" for small business owners, deferral of development impact fees to time of certificate occupancy issuance as an economic incentive for residential projects and commercial development, shortened time frames, and cost savings (reducing time spent processing conditional use permits, eliminating pre-file applications, waiving parking studies where appropriate, creating library of standard conditions, and flexibility in conditions of approval).

- **Other Significant Accomplishments Include**

- Recognized as "Elected Official of the Year" - Anaheim Business Awards 2012: for envisioning and implementing a free annual Anaheim/OC Job Fair and Expo (2009-2012) - resulting to date in over 1700 job hires countywide; and for support of Anaheim Enterprise Zone designation to aid job creation.
- Instituted meaningful pension reform for the Anaheim Municipal Employees Association - a reduced defined benefit retirement plan of no less than "2%@60" and "three year final averaging" for hires on or after effective date of June 2012 formula change, and Anaheim Fire Association, Local 2890 - modified defined benefit retirement tier of "2%@50" effective Dec. 2012 for new hires with "three year final averaging" (without this amendment, many of the future hires would have been afforded the current "3%@50" formula). By amending the PERS Safety Plan prior to Dec. 31, 2012, future pension costs for lateral Fire Suppression employee hires on or after Jan. 1, 2013 will be reduced.
- Supported groundbreaking city charter amendment prohibiting eminent domain abuse.

- **Experience As A Real Estate Broker**

- Proficiently handled real estate transactions, purchase agreements, escrow documents, and numerous recordings in counties throughout California.
- Effectively dealt with title companies and county recorders on necessary documents, managed usage of title documents, escrow title searches, and recording of deeds.

- **Experience As A Mechanical Engineer**

- Utilized critical thinking, implemented strategic planning, and innovative problem solving as a U.S. Defense Industry Engineer for Hughes Aircraft and Consulting Engineer with Rockwell International and General Dynamics.
- Designed, implemented, and managed implementation of productive engineering projects.

### **COMMUNITY INVOLVEMENT**

My Community involvement has included the following: Community Advisory Board Member, Boys and Girls Clubs of Anaheim; Advisory Board Member, Anaheim Family YMCA; Anaheim Chamber of Commerce Member; Orange County Republican Party, Deputy Chairman, City of Anaheim; general aviation activities; charity fundraiser and sponsor of youth sports; supporter of the arts and arts education; and many civic activities.

### **EDUCATION AND PROFESSIONAL LICENSES**

Bachelor of Science: Mechanical Engineering, Drexel University, Philadelphia, Pennsylvania  
Licensed Professional Engineer, State of California  
Licensed Real Estate Broker, State of California  
Licensed General Contractor, State of California

*References available upon request.*

Exhibit 12

4/2/13 Clerk Recorder