		APPLICANT INFORMATION		
Applicant N	Name:	Alfred Delgado		
Address:		5414 NW 52nd Avenue Coconut Creek 33073		
Phone Number:		9545920910		
Alt Phone Number:				
Email Ad	dress:	alfred.delgado76@gmail.com		
Sign	ature:	Alfred Delgado		
Applied	Date:	3/21/2022 11:25:00 PM		
Boards Selected:		Parks and Recreation Advisory Planning & Zoning		
BOARD NAME		QUESTION	ANSWER	
All	Are yo	ou at least 18 years of age and a full-time resident of Coconut Creek?	Y	
Planning & Zoning	Are vo	ou at least 18 years of age and an owner of a business located within the City with a business tay receipt	Y	
Parks and Recreation Advisory		re you at least 18 years of age and an owner of a business located within the City with a business tax receipt sued by the City for operation at the location?		
All	Are yo	ou a registered voter (elector) in Broward County?	Y	
All	Do yo	u hold a public office?	N	
All	Are yo	you employed by the City?		
All	Are yo	you a member of another City Board?		
All	Have	re you ever served on a City Board?		
		ed Prior: Tooley		
All	Have	you graduated from the City`s Citizen Academy?	Y	
All	Will yo	ou be away from the City for extended periods of time?	N	
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation`s special events, volunteer activities, or fitness membership?		N	
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity?		Y	
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?		Y	
Planning & Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning?		Y	
Parks and Recreation Advisory Planning &	Do you demonstrate or possess a strong and sincere commitment to an outstanding reputation for civic activity and interest, integrity, and responsibility?			
Zoning &				

ALFRED DELGADO

954-592-0910 • ALFRED@ADELGADOLAW.COM • <u>LINKEDIN</u>

Solutions-driven, immigration expert with extensive experience within public-private sectors (government, non-profit, higher education, and multinational national corporations). Providing high-quality expertise in immigration (academic/corporate), state/federal compliance, complex legal procedures, and business investment projects. Proficiency in driving value through people and producing measurable insights to exceed long-term goals.

CORE COMPETENCIES

- Capacity/Thought Leadership
- Customer-Centric/Client Retention
- Data Collection/Data Mining
- E-2/E-3/H-1B/L-1/O-1/K-1/I-140/I-485
- Project Management/Performance Optimization

- State-Federal Compliance/Immigration Review
- Social Justice/Vulnerable Populations
- Translate Legal Procedures for Academic/Business/Family

Application Proficiency: Microsoft Office Suite, INSZoom, Immigration Pro, and Social Platforms/Insights (Facebook, YouTube, Instagram, Twitter). **Language Proficiency**: English, Spanish and Portuguese.

PROFESSIONAL EXPERIENCE

Law Offices of Alfred Delgado

Fort Lauderdale, FL

2018 - Present

- File/Monitor complex immigrant and nonimmigrant applications including E-2, E-3, H-1B, L-1, O-1, K-1, and I-140 (EB-1, 2, & 3).
- Maintain continuous communication with clients conducting sessions to present/explain immigration concepts and policies to international clients for devising strategic solutions.
- Manage pre-qualification checklist, review policies, and enhance accountability to generate 100% approval ratio for business/private immigration clients.
- Direct oversight of clients' files through database maintenance, strategic sourcing, and continuous monitoring of developments in immigration regulations. Perform eligibility and risk assessment to file clients' immigration visa petition.
- Responsible for advising corporate clients on compliance with Department of Labor and U.S. Citizenship & Immigration Services (USCIS) regulations. Drafting appropriate documentation, letters, and all supplementary forms for USCIS, Departments of Homeland Security and State in a timely manner.
- Spearhead compliance reviews and submissions to ensure accurate State/Federal compliance/reporting. Troubleshoot
 areas of opportunities, implementing root-cause issue resolution, and formulation of long and short term immigration
 strategies for individual and corporate clients.

Law Offices of Susan J. Hahn

Boca Raton, FL

2007 - 2018

Attorney

- Working with top international executives, students, and employees preparing, drafting, and submitting nonimmigrant and immigrant petitions on tight deadlines including E-2, E-3, H-1B, L-1, O-1, K-1, I-140 (EB-1, 2, & 3), employment and family-based Adjustment of Status (Green Card) applications and Petitions to Remove Conditions on Residence.
- Preparing and filing Department of Labor Form ETA 9035, compiling public access files for client use, and drafting
 posting notices in connection with H-1B and E-3 nonimmigrant petitions.
- Implementing case management and electronic case sharing system.
- Directing, training, and mentoring legal staff in basic immigration regulations, case preparation, and use of Word, Excel, and Outlook.
- Monitoring and researching developments in immigration regulations.
- Providing bilingual client assistance encompassing full spectrum case service including initial consultation, case preparation, submission, and visa approval.

 Manage pre-qualification checklist, reviewed policies, and enhance accountability to generate 100% approval ratio for 100+ business/private immigration matters.

ACH Incorporated Boca Raton, FL 2006 – 2007

Healthcare Receivables Representative

- Aggregated Dashboard Reports to accurately demonstrate provider contract performance and claims analysis to healthcare executives to identify viable revenue growth milestones and cost conservative opportunities.
- Represented healthcare provider in financial claims disputes with insurance companies including contractual review of healthcare insurance claim and drafted appeals.
- Researched regulations for regulatory bulletins and external sources of information. Compiled information by coordinating rate deviation filings, rate matrices and overview of disclosures.
- Reviewed policies/procedures to enhance accountability, financial integrity, and improve internal/external cost.
- Supported ACH, Inc. by adhering to policies and procedures pertaining to HIPAA, FDCPA, FCRA, and other laws
 applicable including Code of Ethics, required training, notifying management of compliance concerns, and HIPAAcompliant handling of patient information.

Judge Patrick Cherry – 54- A District Court

Lansing, MI

2005 - 2006

Court Officer

- Addressed questions from members of the public and legal community.
- Provided multilingual translation during court hearings for defendants, plaintiffs, judge, and senior staff.
- Ensured judge, attorneys, witnesses, and general public were safe during trial proceedings. Assisted Chief Judge with courtroom protocols to ensure regulations were properly observed and adhered to by all involved.
- Assisted Chief Judge to ensure efficient and orderly administration of court docket.
- Drafted judicial orders on behalf of judge.
- Researched civil and criminal statutory matters.

SPECIAL PROJECTS

• Faena Miami District: Facilitated the establishment of a multi-million dollar art, residential, and business district within South Beach (Miami). Noted business district was redistricted and met the retail shopping/hospitality/service needs of the community. Area created a cohesive, walkable, and transit-friendly community as a broader effort to reduce environmental impact, improve human health, and increase social resilience.

EDUCATION

<u>University of Miami – School of Law</u>

Miami, FL

Degree: Juris Doctor (J.D)

Major: International Law and Legal Studies

Concentration: Latin American Business and United States Constitutional Law

Accolades: Dean's List Recognition

University of Florida

Gainesville, FL

Degree: Bachelors of Science - International Relations and Affairs

Major: Political Science and International Relations

Certificate: Latin American Studies

Accolades: Dean's List Recognition, Honors Distinction, and Pi Sigma Alpha – Political Science Honor Society

		APPLICANT INFORMATION		
Applicant I	Name:	Margaret Jenkins		
Ad	dress:	2902 Victoria Circle L2 Coconut Creek 33066-1333		
Phone Number:		9543269227		
Alt Phone Nu	mber:	9548761641		
Email Ad	dress:	neferet07@yahoo.com		
Sign	ature:	Margaret Jenkins		
Applied	Date:	3/24/2022 2:20:00 PM		
Boards Sel	ected:	Parks and Recreation Advisory		
BOARD NAME		QUESTION	ANSWER	
All	Are yo	ou at least 18 years of age and a full-time resident of Coconut Creek?	Y	
Parks and Recreation Advisory	Are you at least 18 years of age and an owner of a business located within the City with a business tax receipt issued by the City for operation at the location?		N	
All	Are you a registered voter (elector) in Broward County?		Y	
All	Do you hold a public office?		N	
All	Are you employed by the City?		N	
All	Are you a member of another City Board?		N	
All	Have you ever served on a City Board?		N	
All	Have	you graduated from the City`s Citizen Academy?	N	
All	Will yo	ou be away from the City for extended periods of time?	N	
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation`s special events, volunteer activities, or fitness membership?		N	
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity?		Y	
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?			
Parks and Recreation Advisory	Do you demonstrate or possess a strong and sincere commitment to an outstanding reputation for civic activity and interest, integrity, and responsibility?		Y	

Margaret A. Jenkins 2902 Victoria Circle L2 Coconut Creek, FL 33066-1333 954.326.9227

BACKGROUND:

Proven capabilities and experience in the following:

Designing Systems/Procedures Team/Crisis Management Strategic & Critical Thinking Interpersonal Communication

Managing Allocation

Creativity

EDUCATION:

Sixth Year (Educational Leadership) Central Connecticut State University, 1993 Masters of Education (Urban Education)

University of Hartford, 1973

Bachelor of Arts (Sociology/English)

Hampton University, 1971

PROFESSIONAL ACCOMPLISHMENTS:

RESOURCE DEVELOPMENT

Developed and supervised a resource center and library without any funds. Developed and implemented the Job Readiness Clinic that exposed trainees to interviewing dynamics, job hunting techniques, resume preparation, and proper dress code. To that end met periodically with executives from various corporations to gear the Clinic to their employment requirements.

PUBLIC RELATIONS

Developed and managed a community based store wherein students learned business management and how to interact on a positive level with their community. Established a positive rapport with parents and involved them in the education of their children. Assisted the social worker, guidance counselor, and learning specialist on various complex student cases.

PROGRAM DEVELOPMENT

Improved students' ability to learn and effectively interact with peers by developing various curricula that utilizes all learning intelligences. Designed interdisciplinary units with objectives based on *Bloom's Taxonomy of Educational Objectives*.

WORK EXPERIENCE:

Language Arts Teacher/Team Leader (1977-2007)

Middletown Public Schools, Middletown CT

Curriculum Specialist (1973-1977) Opportunities Industrial Center, NYC

Teacher Corps (1971-1973)

Hartford Public Schools, Hartford, CT

Margaret A. Jenkins

VOLUNTEER WORK:

Director of 2902 Victoria Circle, Wynmoor

2019-Present

Board of Directors of Friends of North Regional Broward

College Library 2019-Present

Mentor at Coconut Creek High School

2016-2018

Mentor at NYCares

2008-2011

Former treasurer of Hampton University Alumni

Former parliamentarian of The Greater New England Alliance of Black

Educators

INTERESTS:

Travel-visited over 80 countries around the world

Continuing Learning-online post graduate history courses

Relaxation-reading and solving mysteries

		APPLICANT INFORMATION		
Applicant Name: Steven La		Steven LaMay		
Address:		4320 Banyan Trails Drive Coconut Creek 33073		
Phone Number:		9548499912		
Alt Phone Nu	mber:			
Email Ad	nail Address: steven@broten.com			
Sign	ature:	/Steven LaMay/		
Applied Date:		2/17/2022 8:42:00 AM		
Boards Sel	ected:	Parks and Recreation Advisory Planning & Zoning		
BOARD NAME		QUESTION	ANSWER	
All	Are yo	ou at least 18 years of age and a full-time resident of Coconut Creek?	Y	
Planning & Zoning Parks and	Are you at least 18 years of age and an owner of a business located within the City with a business tax receipt		N	
Recreation Advisory	issued by the City for operation at the location?			
All	Are yo	Are you a registered voter (elector) in Broward County?		
All	Do yo	u hold a public office?	N	
All	Are yo	Are you employed by the City?		
All	Are yo	Are you a member of another City Board?		
All	Have y	Have you ever served on a City Board?		
All	Have you graduated from the City`s Citizen Academy?		N	
All	Will you be away from the City for extended periods of time?		N	
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Planning & Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land Development, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning?		Y	
Parks and Recreation Advisory	Do you demonstrate or possess a strong and sincere commitment to an outstanding reputation for civic activity and interest, integrity, and responsibility?		Y	
Planning & Zoning				

Steven LaMay

4320 Banyan Trails Dr 954-849-9912 Steven@broten.com

To Whom it May Concern:

I am genuinely excited to have the opportunity to apply for the Parks and Recreation and the Planning and Zoning Boards of Coconut Creek. I am passionate about collaborating with the city to make a positive impact on the community and the lives of individuals within that community. I am also eager to use my skills in communication, teamwork, and strategic thinking to accomplish this with The City of Coconut Creek. I look forward to hearing back from you and potentially getting the chance to work for this great city!

4320 Banyan Trails Dr 954-849-9912 Steven@broten.com

EDUCATION

Bachelor of Science, Accounting, Birmingham-Southern College

Birmingham, AL | 2014-2018

Dean's List 2015 - 2018

EXPERIENCE

Broten Garage Door Sales - Pompano Beach, FL | Vice President | 2020-present

Secondary Qualifying Agent (CGC)

Lead, direct, and evaluate all officers, managers, and employees

Evaluate supply chains and make adjustments as needed

Maintain relationships with suppliers and advertisers

Oversee financial statements and assist with company investments

US Brick and Block Systems - Dania Beach, FL | Operations Manager | 2018-2020

Managed the work of 3 project managers and 3 salesmen

Reviewed proposals for accuracy and potential problems with execution

Assisted in management of 15 jobs per week on average

Worked directly with customers to resolve issues with contracts and completed jobs

ATHLETICS

Birmingham-Southern College - Men's Golf Team | 2014 to 2018

2017 and 2018 Golf Coaches' Association of America All-American Scholar

2017 Named to First Team All-Southern Athletic Association

2017 SAA Individual Conference Champion

2016-2018 Team Captain

Managed time to stay competitive and maintain GPA of 3.5

Held lowest scoring average on team 2015-2018

Ranked in top 100 Division 3 golfers 2017-2018

LEADERSHIP

Theta Chi Fraternity - Birmingham, AL | 2014 – 2018

Recruitment Chair | 2016 and 2017

Organized and led recruitment meetings

Organized recruitment events

Managed events budgets

Increased Chapter size by 35%

		APPLICANT INFORMATION		
Applicant N	Name:	Benjamin I Nazario		
Address:		2505 Antigua Terrace, Apt. F1 Coconut Creek 33066		
Phone Number:		9545323156		
Alt Phone Number:		9545921856		
Email Address:		benazario@gmail.com		
Sign	ature:	Benjamin I. Nazario		
Applied	Date:	3/31/2022 4:04:00 PM		
Boards Sel	ected:	Parks and Recreation Advisory Planning & Zoning		
BOARD NAME		QUESTION	ANSWER	
All	Are yo	ou at least 18 years of age and a full-time resident of Coconut Creek?	Y	
Planning & Zoning Parks and Recreation Advisory	Are you at least 18 years of age and an owner of a business located within the City with a business tax receipt issued by the City for operation at the location?		N	
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All	Do yo	u hold a public office?	N	
All	Are you employed by the City?		N	
All	Are you a member of another City Board?		Y	
		ently Serving: and Recreation Advisory ey		
All	Have you ever served on a City Board?		Y	
	Served Prior: M. Belvedere 2019-2020			
All	Have	you graduated from the City`s Citizen Academy?	Y	
All	Will you be away from the City for extended periods of time?		N	
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks and Recreation`s special events, volunteer activities, or fitness membership?		Y	
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity?		Y	
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate Change, Education, Engineering, Environmental Science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban Planning?		Y	
Planning & Zoning		u have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land opment, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning?	Y	
Parks and Recreation Advisory Planning & Zoning	Do you demonstrate or possess a strong and sincere commitment to an outstanding reputation for civic activity and interest, integrity, and responsibility?		Y	

RESUME

BENJAMIN 1. NAZARIO

2505 Antigua Terrace, F-1

Telephone Number: (954) 532-3156

Coconut Creek, FL 33066

Objective: Seeking to serve my community where possible. Recent past member of the Coconut Creek Parks & Recreation Advisory Safety Board [2021]. Presently Volunteer with AARP Livable and Age Friendly Community Advocacy Team and the American Legion Post 170, Coconut Creek.

Work Experience:

Benjamin I. Nazario, Registered Engineer — U. S. Virgin Islands

2003 - 2006

Self-employed performing Construction and Project Management, Construction Site Inspection and Surveys, and Engineering Surveys on contract basis in the V. I. as available.

Virgin Islands Housing Authority (VIHA), St. Croix, USVI

1995 - 2002

Director of Modernization

Responsible for the administration and management of the Department of Modernization, St. Croix district. Supervised two (2) Project Managers, four (4) Inspectors, and one (1) Secretary monitoring new construction, demolition, and renovation projects in public housing communities. Administered and monitored Hurricane damage repairs and reconstruction of a 400-unit public housing community by FEMA & U. S. Army Corps of Engineers. Coordinated the inspection and repairs for Hurricane Marilyn and other natural hazard mitigation for VIHA on St. Croix. Interacted with and initiated reports for the U. S. Department of Housing and Urban Development (HUD) on VIHA activities on St. Croix district; and initiated Community Development Block Grant (CDBG) applications for hazard mitigation and renovation projects. Monitored contractor compliance with abatement of hazardous materials, both lead-based paint (LBP) and asbestos abatement.

Government of the U. S. Virgin Islands

Department of Planning & Natural Resources

1990-1995

Director, Division of Environmental Protection

Responsible for the administration and management of the Division of Environmental Protection. The Division administered seven (7) federally funded environmental program grants totaling over \$1.5 M dollars, supervised administrative and technical staff of over twenty (20) employees, coordinated the Territory's response with the U. S. Environmental Protection Agency (USEPA), oversaw the issuance of environmental permits and the enforcement of the environmental statutes. Coordinated hazards response with the Virgin Islands Territorial Emergency Management Agency (VITEMA).

Department of Conservation & Cultural Affairs

1984 - 1990

Director, Division of Coastal Zone Management

Responsible for the administration and management of the U. S. Virgin Islands Coastal Zone Management program. The Division reviews all applications for subdivisions, earth change permits, and development in the Territory's Tier I Zone (coastal waters), issues' permits, and issues' leases for the use and occupancy of the trust lands and other submerged filled lands.

Worldwide Protein VI Inc., St. Croix

1982 - 1984

Project Engineer

Responsible charge for the revamp of a mariculture and Ocean Thermal Current (OTC) technology facility on St. Croix, and the construction of a mariculture facility for shrimp and fish on the island of Long Island, Bahamas for the Worldwide. Protein Bahamas Ltd.

Hess Oil Virgin Islands Corp. (HOVIC), St. Croix

1969 - 1982

Construction Project Superintendent

Responsible for civil construction performed at the refinery by a 200-man contractual labor force under the company's supervision and several contract projects. Project Engineer on \$23 million, 52 acre, St. Croix "Limetree Container Port" project from design phase through construction until project was turned over to the USVI Government.

Senior Project Engineer

Responsible for the layout of all construction projects, contractual construction of piping and supporting structures, building foundations, soil exploration, earthwork, marine and docking facilities, pile structures and cofferdams, roads, and property surveys.

Government of the U.S. Virgin Islands

Department of Public Works, St. Croix

1967 - 1969

Public Works Project Supervisor

Resident inspector at a 316-house units Residential Housing Project constructed for the V. I. Urban Renewal and Development Agency.

Education:

Graduated from the New York City Community College, Brooklyn, New York with an Associate Degree in Applied Science, Major in Mechanical Technology. Attended Hunter College in New York City and the University of the Virgin Islands, St. Croix Campus.

Military Service: 1954 -1967

Served thirteen (13) years in the New York Air National Guard {NYANG], a reserve component of the U. S. Air Force. Participated in active duty airlifting cargo flights to Vietnam and other military destinations with the U. S. Air Force as a Panel Flight Engineer on C-97G aircraft. Attained the rank of Master Sergeant (E-7) and received an Honorable Discharge.

Professional License:

Registered Engineer License No. 212E, U. S. Virgin Islands

		APPLICANT INFORMATION		
Applicant N	Name:	SCOTT R REICH		
Address:		2690 Calliandra Ter Coconut Creek 33063		
Phone Number:		9149241641		
Alt Phone Number:				
Email Ad	mail Address: mrpremioaz@gmail.com			
Sign	ature:	Scott Reich		
Applied Date:		2/24/2022 11:57:00 AM		
Boards Sel	ected:	Parks and Recreation Advisory Planning & Zoning		
BOARD NAME		QUESTION	ANSWER	
All	Are yo	ou at least 18 years of age and a full-time resident of Coconut Creek?	Y	
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All	Do yo	u hold a public office?	N	
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All	Are yo	ou a member of another City Board?	N	
All	Have you ever served on a City Board?		N	
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Planning & Zoning		u have experience in Architecture, Construction, Engineering, Environmental Science, Land Use, Land opment, Landscape Architecture, Law, Real Estate, Sustainability, or Urban Planning?	Y	
Parks and Recreation Advisory	Do you demonstrate or possess a strong and sincere commitment to an outstanding reputation for civic activity and interest, integrity, and responsibility?		Y	
Planning & Zoning				

Scott Reich

MrPremioAZ@Gmail.com · (914) 924-1641 (Cell)

PROFESSIONAL SUMMARY

Multi-faceted professional with experience in utility construction which includes directional drilling, excavation, conduit installation, fiber placement and aerial applications as well as asset management, billing, AP/AR, for the Wireless Network Telecommunications industry. I have the extensive ability to work efficiently and effectively with all levels of management while developing and implementing strategic plans that support company objectives and visionary goals.

EXPERIENCE

COMCAST

CONSTRUCTION SPECIALIST 2

9/19 - PRESENT

- Ensures the execution of overhead/underground construction
- Monitor and track all records regarding project start, milestone dates, material costs and labor expenditures
- Coordinates all phases of construction projects including pre-construction meetings, site surveys, permit and license applications, make-ready, design and documentation, material procurement, contract labor requirements, and plant activation
- Reviews, resolves, follows-up customer request and complaints
- Develops cost estimates for a project, monitors job costs, evaluates change orders and controls the cost of work in progress to budget
- Active part of the Net Promoter System a way of working that brings more employee and customer feedback into the company by joining huddles, making call backs and helping us elevate opportunities to do better for our customers

COX Communications

2/18 - 9/19

Construction Planner I

- Perform field engineering of proposed fiber projects ensuring routing that delivers the most costeffective design for construction
- Coordinate contractor work, obtain permits, access, or ROW agreements
- Ability to read and interpret CAD maps and Splice documentation
- Estimate costs, review expenses and maintain time schedules for successful deployment of services to satisfy customer expectations
- Review the content and process of the engineering, construction, and contractor design to ensure quality workmanship
- Maintain and close out workflow databases, reconcile assets, generate reports, update schedules and participate in customer calls

BPG Designs 5/16- 11/17

Construction Billing Analyst

- Collaborated in all project phases from the comprehensive planning prior to construction
- Provided guidance throughout the entire course of the project by closely managing quality, budget, materials and subcontractors through final completion and close out of the project
- Database management; created new job numbers and recorded daily project production
- Input and managed Arizona811 blue stake tickets to One Call Center for all projects.
- Submitted city municipality work and lane restriction notifications (call-in's).
- Managed and issued purchase orders and coordinate material orders.
- Team Lead in the final closeout of projects (AIA Billing and Invoicing).

EDUCATION

SUNY – College at Oswego Bachelor of Science, Business Administration

SKILLS

- The ability to read and interpret Civil Engineering plans, bore profiles and architectural plans
- Demonstrate strong project management, organizational and detail-oriented skills
- Excellent knowledge and usage of Microsoft Office Suite and GIS Mapping System
- Solid communication skills (oral and written)

		APPLICANT INFORMATION		
Applicant N	Name:	Susan wanderman		
Address:		2006 Granada Drive A4 coconut creek 33066		
Phone Number:		9549741640		
Alt Phone Nu	mber:	6504314120		
Email Ad	dress:	susan@wanderman.com		
Sign	ature:	Susan Wanderman		
Applied	Date:	2/24/2022 10:59:00 AM		
Boards Sel	ected:	Parks and Recreation Advisory		
BOARD NAME		QUESTION	ANSWER	
All	Are yo	ou at least 18 years of age and a full-time resident of Coconut Creek?	Y	
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Parks and Recreation Advisory	Do you demonstrate or possess a strong and sincere commitment to an outstanding reputation for civic activity and interest, integrity, and responsibility?			

I have been a resident of Coconut Creek for over eighteen years, I am a happy Wynmoor condo owner. I am 77 years old and enjoy swimming and running. I placed first in my age group at the butterfly 5K. Yes, was the only one in the age group.

That is what makes me an asset to the board. I would have ideas and suggestions for the recreation department to enhance activities for older Coconut Creek residents.

My background is a retired educator from New Jersey. I have two sons one lives New Jersey the other lives in California. Both are married and have two children.

Thank-you for considering me,

Susan Wanderman 2006 Granada Drive A4 954 974 1640