



COUNTY OF NUECES

APPLICATION FOR APPOINTMENT TO BOARD OR COMMISSION

For what Board or Commission are you applying? 16. Nueces County Civil Service Commission

| Personal Information | | | | |
|---|----------------------------|-------------------------------------|-------------------------------|--|
| Name: REBECCA RAMIREZ | | | | |
| Home Address: 1230 BERNICE DRIVE | | | | |
| City: CORPUS CHRISTI | | | Zip Code: 78412 | |
| Phone: 3616878600 | | | Work Phone: 3618880535 | |
| Email Address: rebecca.ramirez@nuecesco.com | | | | |
| Residence in Nueces County: | | | | |
| | Precinct 1 | Precinct 2 | Precinct 3 | Precinct 4 |
| Current Employer: NUECES COUNTY | | | | |
| Dates of Employment | | | | |
| | From: June 22, 2006 | | To: November 29, 2019 | |
| Have you served on any board, commission or committee or as an elected official in Nueces County? | | | | |
| <input checked="" type="radio"/> Yes | | <input type="radio"/> No | | If you answered yes, please list position and dates of service. |
| NUECES COUNTY CHILD WELFARE | | | | |
| Do you or an immediate family member* have any professional or financial relationship that may present a potential conflict of interest for this board, commission or similar body? (i.e., employment, contracts, financial investment) | | | | |
| <input type="radio"/> Yes | | <input checked="" type="radio"/> No | | If you answered yes, please explain below. |
| | | | | |
| Do you or any immediate family member* have or have had any pending legal matters related to Nueces County or any board, commission or similar body within Nueces County? | | | | |
| <input type="radio"/> Yes | | <input checked="" type="radio"/> No | | If you answered yes, please explain below. |
| | | | | |

Educational Background

GED HS Diploma College Degree (list degree(s) below)

I AM CURRENTLY WORKING ON MY OSHA 2 YEAR ASSOCIATES DEGREE

Certifications

Type: Expiration:

Type: Expiration:

Type: Expiration:

Type: Expiration:

**Professional and Community Affiliations/Positions Held
(Include Present appointments to Boards, Commissions, Advisory Board or Committee)**

Name of Organization: Dates of:

Name of Organization: Dates of:

Name of Organization: Dates of:

Name of Organization: Dates of:

County Board or Commission Information

Explain why you are interested in serving on this Board or Commission and what experience you bring that would assist in decision making and future actions of this Board or Commission.

Sec. 158.009. POWERS OF THE COMMISSION. (a) Except as provided by Section 158.010, the commission shall adopt, publish, and enforce rules regarding:

- (1) the definition of a county employee;
- (2) selection and classification of county employees;
- (3) competitive examinations;
- (4) promotions, seniority, and tenure;
- (5) layoffs and dismissals;
- (6) disciplinary actions;
- (7) grievance procedures; and
- (8) other matters relating to the selection of county employees and the procedural and substantive rights, advancement, benefits, and working conditions of county employees.

THESE ARE VERY IMPORTANT RIGHT TO ME AND ALL COUNTY EMPLOYEES AND IT WOULD BE MY PRIVILEGE TO BE PART OF THE CREATION AND MAINTAINING OF THESE DECISIONS.

I hereby certify that the foregoing answers are true. I further certify, should I be **considered for appointment** to a board, commission, advisory board or committee I will disclose in this application whether I am an employee of the governmental entity of which I seek appointment, I will disclose all appointments that may result in conflicting loyalties, and I will disclose if a family member is an employee of the governmental entity that I seek appointment. Also, should I be **appointed** to a board, commission, advisory board or committee, and should a conflict of interest exist or develop about a specific matter, I will disclose the conflict of interest upon discovery and recuse myself from the deliberations and action involved. Conflicts of interest include **but are not limited to**: a direct or indirect financial interest by me or a member of my family, and other interest, which impairs my ability to participate fairly in the deliberations and actions in question. ***I hereby affirm that I meet the minimum qualifications and residency requirements for this board or commission.**

eSigned via SeamlessDocs.com
BECCA M RAMIREZ
Key: 30b8022696b5770bd1b5dad1100508b

11/12/2019

Signature

Date

***Immediate family member definition: spouse, child, spouse of child, mother, father, aunt, uncle, grandparent**

APPLICATION AND RESUME MUST BE SUBMITTED TO THE COUNTY JUDGE: EMAIL OR USPS TO

Email to: county.boards@nuecesco.com

MAILING ADDRESS:

901 Leopard Street, Suite 303 Corpus Christi, Texas 78401

Information provided in "Application for Appointment to Board or Commission" is subject to public disclosure under the Texas Public Information Act or other applicable law. Pursuant to Section 552.1175 of the Texas Government Code a peace officer, county jailer, commissioned security officer, and certain others with law enforcement or prosecution related responsibilities may restrict access to certain personal information. A form requesting restriction of access can be obtained through the County Judge's office.

REBECCA MARTINEZ RAMIREZ
1230 BERNICE DRIVE
CORPUS CHRISTI TX
EMAIL: volympics2013@gmail.com

CELL: (361) 687-8600
OFFICE: (361) 888-0535

SKILLS:

Adobe Acrobat, Citrix/One Solution Software, Internet Explorer, Firefox, Windows 10, Microsoft Excel Data Entry, Word, PowerPoint, Outlook 2010, Cisco Jabber, Ricoh Copier, Fax Machine, Scanners, ExecuTime Timekeeping, 10 Key by Touch, Dollar/Coin Machines (Pepsi Cola), Debenu PDF Tools Pro, Client Assignment Registration System (MHMR)

PROFESSIONAL EXPERIENCE:

NUECES COUNTY
901 LEOPARD ROOM 304
CORPUS CHRISTI, TX 78401
361-888-0693

ACCOUNTS PAYABLE SPECIALIST / FULL TIME

From: 6/22/2006 to: Current

Nueces County All Departments: Approves and processes county invoices for payment in compliance with specific internal controls, budget and statutory requirements. Process all Nueces County Department Travel Requests/Reimbursements. Updated all NC Travel Forms and Travel Policy. Audited NC Corporate Credit Cards. Accounts Payable Create/Proof/Post Invoices/Travel expenses. Create Check Runs and deposits for NC. Provided support for all facets of Accounts Payables and budget for departments. Record Retention annually.

PEPSI COLA COMPANY

6100 NE LOOP 410
SAN ANTONIO, TX 78218
KAY GRANT
(218) 661-5311

SALES ADMINISTRATOR/ FULL TIME

2/11/1/1999 - 11/1/2001

COORDINATOR FOR ALL ELEMENTS OF SAFETY PROGRAM. SERVED AS SAFETY EMPOWERMENT ELEMENT OWNER AND SAFETY TEAM CHAIRMAN FOR SA. TRACKED, REPORTED, AND POSTED RESULTS FOR SALES FORCE ENCOMPASSING FOUR TERRITORIES. ASSISTED HUMAN RESOURCES ADMINISTRATOR IN SOURCING, RECRUITING, TESTING AND PROCESSING NEW EMPLOYEES. ASSISTED TDM WITH IMPLEMENTATION OF SYSTEMS TO TRACK DATA ON STORE DISPLAYS. (MERCHANDISING MANAGEMENT SYSTEM)

PEPSI COLA COMPANY

612 TWIN CREEK
KILLEEN, TX 76543
STEVE HILDINGER, UNIT MANAGER
(254) 680-6500

OFFICE MANAGER/SAFETY COORDINATOR/SAFETY COORDINATOR FOR 4 CITIES

5/1/1995 - 11/1/1999

SUPERVISORY RESPONSIBILITIES IN ACCORDANCE WITH PEPSI COLA POLICIES. HUMAN RESOURCES RESPONSIBILITIES HIRING/TRAINING. RESPONSIBLE FOR TRAINING EMPLOYEES COMPANY POLICY AND ALL ANNUAL SAFETY REQUIREMENTS. PREPARED REPORTS, BUDGETS, EXPENDITURE REPORTING AND TIMEKEEPING DUTIES. HANDLES ALL COMPLAINTS FROM CUSTOMERS FOR KILLEEN UNIT. DESIGNED AND IMPLEMENTED A 2 YEAR SAFETY CALENDAR AND WAS RECOGNIZED BY THE NATIONAL BUSINESS UNIT SAFETY MANAGER FOR IMPLEMENTING THE AUSTIN, WACO, KILEEN, AND BRYAN/COLLEGE STATION

UNITS. SELECTED FROM ENTIRE MANAGEMENT STAFF TO BE SAFETY COORDINATOR FOR AUSTIN, WACO, KILEEN, AND BRYAN COLLEGE STATION. DEVELOPED, IMPLEMENTED, AND MAINTAINED 12 ELEMENTS FOR THE EMERGENCY MANAGEMENT MANUALS FOR 4 UNITS REGARDING ALL MANDATORY AND REGULATORY DOCUMENTATION.

COMMISSIONERS OFFICE TXDMHMR

1100 WEST 49TH STREET

AUSTIN, TX 78756

ASSISTANT DEPUTY COMMISSIONER

(512) 776-7111

ADMINISTRATIVE ASSISTANT/ FULL TIME

5/1/1989 - 7/1/1994

ASSISTED THE ASSISTANT DEPUTY COMMISSIONER PREPARING LEGISLATIVE DOCUMENTATION THAT WAS TO BE PRESENTED FOR THE COMMISSIONER. SCHEDULED MEETINGS AND GREETED ALL LEGISLATIVE PERSONNEL/ATTORNEYS/ELECTED OFFICIALS.

Professional References

THERESA MCLEMORE BUDGET ASSISTANT 12 (361) 888-0853

CLAUDIA LOBELL CHIEF EXECUTIVE 7 (361) 888-0444

JOE GONZALEZ COUNTY COMMISSIONER 12 (361) 888-0296

KRISTEN TALAMANTEZ BUDGET DIRECTOR 3 (361) 888-0853

AIDEE HERNANDEZ FIRST ASSISTANT 4 (361) 888-0693

DALE ATCHLEY AUDITOR 12 (361) 888-0556