

38134 - Director, Executive Budget Office - 60018329**Contact Information -- Person ID: 20031071**

Name:	David John Taylor	Address:	153 Cheshire Drive Columbia, South Carolina 29210 US
Home Phone:	803-603-9299	Alternate Phone:	
Email:	Taylorjdj59@gmail.com	Notification Preference:	Email
Former Last Name:		Month and Day of Birth:	06/04

Personal Information

Driver's License:	Yes, South Carolina , 004462613 , Class D
Can you, after employment, submit proof of your legal right to work in the United States?	Yes
What is your highest level of education?	Master's Degree

Preferences

Preferred Salary:	
Are you willing to relocate?	No
Types of positions you will accept:	Regular
Types of work you will accept:	Full Time
Types of shifts you will accept:	Day

Objective

Opportunity to help establish the new Executive Budget Office while being an integral part of the automation and improvement of the budget process within the State.

Education**Graduate School**

University of South Carolina
sc.edu
9/1992 - 8/1996
Columbia, South Carolina

Did you graduate: Yes
College Major/Minor: Accountancy
Degree Received: Master's

College

University of South Carolina, Coastal Carolina
coastal.edu
9/1977 - 12/1981
Conway, South Carolina

Did you graduate: Yes
College Major/Minor: Business
Degree Received: Bachelor's

Work Experience**Director, SCEIS User Support**

1/2013 - Present

South Carolina Budget & Control Board
sceis.sc.gov
1628 Browning Road
Columbia, South Carolina 29201
803-832-8040

Hours worked per week: 37.5
Monthly Salary: \$9,613.00
of Employees Supervised: 25
Name of Supervisor: Steven Lake - Deputy Director, DSIT
May we contact this employer? Yes

Duties

- *Established User Support Section within the SCEIS Operations
- *Oversee training, communication, reporting and help desk functions at SCEIS
- *Gather requirements, develop, test and deploy Business Objects enterprise reports in Finance, Budgeting, Human Resources and Materials Management.
- *Develop and conduct training in Business Objects
- *Conduct Training in various areas including Public Budget Formulation, Materials Management, Finance, Assets, Grants and Reporting.

- *Participate in projects such as Shared Services Analysis, Materials Management Module upgrade, Public Budgeting Formulation module implementation, and the Retirement of STARS.
- *Lead the Statewide User Group.
- *Facilitate the Change Advisory Board and Executive Oversight Committee meetings and functions.
- *Establish and maintain the Reporting User Groups in Finance, Human Resources and Materials Management.
- *Oversee the costing and rates analysis project for DSIT.

Reason for Leaving

None

Adjunct Faculty

1/2001 - Present

University of South Carolina, Retail College
sc.edu
Columbia, South Carolina 29201
777-4846

Hours worked per week: 3

Monthly Salary: \$1,333.00

of Employees Supervised: 0

Name of Supervisor: Marianne Bickle - Dean

May we contact this employer? Yes

Duties

Instructor for RETL 262, Functional Accounting II. This is a required course in the Hospitality, Retail & Sports Management College. The class covers financial statement analysis, budgeting, cost analysis, activity based costing, performance measurement and capital budgeting.

Reason for Leaving

None

Director of Internal Operations

4/2011 - 1/2013

SC Budget & Control Board
sc.gov
1201 Main Street
Columbia, South Carolina 29201
737-0549

Hours worked per week: 37.5

Monthly Salary: \$9,333.00

of Employees Supervised: 30

Name of Supervisor: Marcia Adams - Director

May we contact this employer? Yes

Duties

- *Responsible for the completeness and accuracy of the Board's financial records and financial reporting.
- *Oversaw customer billing and receipts, as well as managed bill paying for the Board.
- *Implemented centralized shared services functions for procurement, payables and billing within the Board.
- *Developed Business Objects management reports within the Board.
- *Managed Asset and Project Accounting for the Board.
- *Responsible for Board PCard program and Travel vouchers.

Reason for Leaving

Transferred to position at South Carolina Enterprise Information Systems (SCEIS)

Chief Financial Officer

11/1988 - 4/2011

SC Department of Revenue
sctax.org
PO Box 125
Columbia, South Carolina 29214
898-5415

Hours worked per week: 37.5

Monthly Salary: \$8,333.00

of Employees Supervised: 30

Name of Supervisor: Harry Cooper - Deputy Director

May we contact this employer? Yes

Duties

- *Monitor \$60 million budget for Cabinet level state agency.
- *Implemented Business Objects reporting within the Agency. Oversaw the gathering of requirements, development and testing of management reports and dashboards.
- *Oversee procurements of approximately \$15 million annually and various inventories. *Ensure compliance with state purchasing and procurement regulations.

- *Participated in the implementation of SAP Enterprise Resource Planning system (SCEIS) for agency and state.
- *Responsible for facilities and security for 700 employees and nine different offices
- *Coordinated forms development and delivery of over 2 million tax returns.
- *Report and analyze accounting for \$6 billion in taxes and fees collected annually.
- *Participate in annual audits by State Auditors Office.
- *Implemented Activity Based Costing and Zero Based Budgeting within the agency.
- *Managed employees in various professional positions from supervisors, auditors, analysts and technicians.
- *Managed a variety of sections within the Department, including Licensing, Office Auditing, Motor Fuel Enforcement, Property Tax Auditing, Appeals and Research.
- *Instructor for numerous technical training seminars, both internal and external. *Featured speaker on various issues for professional groups and television. *Conducted Tax Forms Development Workshop in Bucharest, Romania for Romanian Ministry of Finance.
- *Provide technical assistance to management, staff and taxpayers. Provide expert witness testimony in many areas, including gaming regulation, sales, individual income and excise taxes.
- *Team leader on key projects, including Data Warehousing, Internet Advisory, Standard Industrial Classification Code revision, and Technical Training.
- *Developer of Tax Audit Coverage Plan allocating audit resources through Risk Assessment of tax areas.

Reason for Leaving

Position at Budget & Control Board

Certificates and Licenses

Type: Certified Public Accountant

Number: 03782

Issued by: LLR

Date Issued: 12 /1991 Date Expires: 6 /2015

Type: Certified Government Finance Officer

Number: 175

Issued by: GFOA of SC

Date Issued: 10 /2005 Date Expires: 1 /2015

Skills

Office Skills

Typing:

Data Entry:

Other Skills

Business Objects Expert - 10 years and 0 months

Excel Skilled - 17 years and 0 months

Additional Information**References**

Professional

Maybank, Burnet R, III

Attorney

1230 Main Street, Suite 700

Columbia, South Carolina 29201

803-540-2048

Professional

Stevens, Ray N.

Attorney

1201 Main Street, Suite 1450

Columbia, South Carolina 29201
803-253-8654

Resume**Text Resume****Attachments****Agency-Wide Questions**

1. Q: Have you ever been convicted of a criminal offense? Note: Omit minor vehicle violations and any offense committed before your 17th birthday which was finally adjudicated in juvenile court or under a youthful offender law. Conviction of a criminal offense is not necessarily an absolute bar to state government employment in all cases. Each conviction is evaluated individually.

A: No

2. Q: If yes, please list charge(s), indicate where you were convicted, the date, and the disposition status of the conviction.

A:

3. Q: Are you currently employed by the State of South Carolina?

A: Yes

4. Q: If so, in which agency do you currently work?

A: Budget & Control Board

5. Q: Do you have any relatives employed with the State of South Carolina?

A: No

6. Q: If yes, please provide below the name(s), relationship, and agency.

A:

7. Q: Have you ever been terminated or forced to resign from any job?

A: No

8. Q: If yes, please explain.

A:

9. Q: Can you, after employment, submit proof of your legal right to work in the United States?

A: Yes

10. Q: Give the name, address, and phone number of two people, not relatives, who are familiar with your work.

A: Ray N. Stevens, Parker Poe, 1201 Main St, Suite 1450, Columbia SC 29201, 803-253-8654
Burnet R Maybank III, Nexsen Pruet, 1230 Main St, suite 700 Columbia SC, 29201, 803-540-2048

11. Q: Have you been separated from South Carolina State Government employment as a part of a reduction-in-force within the past 12 months?

A: No

Supplemental Questions

1. Q: Supplemental questions are considered part of your official application. Any misrepresentation will result in your disqualification from employment. Please complete the state application to include all current and previous work history and education. A resume will not be accepted or reviewed to determine if an applicant has met the qualifications for the position. I have read and acknowledge the above statement.

A: Yes

2. Q: Do you have at least a bachelor's degree in an analytical discipline?

A: Yes

- 3.** Q: Do you have at least five (5) years of experience in public budgeting and/or policymaking in the public sector?

A: Yes

- 4.** Q: If you answered "Yes" to question three, please describe your experience.

A: I was the Chief Financial Officer at the SC Department of Revenue from 2001 to 2011, working with both the agency budget and the statewide budget. Additionally, I have worked with committees involved in budget policy decisions and analysis for many years. Through SCEIS, I have worked with the State Budget Office in many areas, including the implementation of the Public Budgeting Formulation module and I conducted the PBF user training for agencies.

- 5.** Q: Do you have at least three (3) years of supervisory experience?

A: Yes

- 6.** Q: If you answered "Yes" to question three, please describe your experience.

A: I have been in management positions within state government since 1994.

- 7.** Q: Do you have experience with Microsoft Word and Excel?

A: Yes

38134 - Director, Executive Budget Office - 60018329**Contact Information -- Person ID: 20056047**

Name:	Eleace Sawyers	Address:	1141 SE 20th Road Homestead, Florida 33035 US
Home Phone:	305-230-9617	Alternate Phone:	7862991724
Email:	Sawyyyy@gmail.com	Notification Preference:	Email
Former Last Name:		Month and Day of Birth:	05/05

Personal Information

Driver's License:	Yes, Florida , S620205716700 , Class E
Can you, after employment, submit proof of your legal right to work in the United States?	Yes
What is your highest level of education?	Master's Degree

Preferences

Preferred Salary:	\$130,000.00 per year
Are you willing to relocate?	Yes
Types of positions you will accept:	Regular
Types of work you will accept:	Full Time
Types of shifts you will accept:	Day , Evening , Night , Rotating , Weekends , On Call (as needed)

Objective**Education**

Professional WALDEN UNIVERSITY Waldenu.edu 9/2008 - 12/2014 Minneapolis, Minnesota	Did you graduate: No College Major/Minor: Public Policy / Public Administration Units Completed: 16 Quarter Degree Received: Professional
College Millsaps College Millsaps.edu 9/2007 - 5/2009 Jackson, Mississippi	Did you graduate: Yes College Major/Minor: Business Administration Units Completed: 120 Semester Degree Received: Bachelor's
Professional UNIVERSITY OF LOS ANGELES [Unspecified Start] - [Unspecified End] Los Angeles, California	Did you graduate: College Major/Minor: Management and Leadership Degree Received: Certification
Graduate School FLORIDA INTERNATIONAL UNIVERSITY [Unspecified Start] - [Unspecified End] Miami, Florida	Did you graduate: College Major/Minor: Public Administration Degree Received: Master's
Graduate School MILLSAPS COLLEGE [Unspecified Start] - [Unspecified End] Jackson, Mississippi	Did you graduate: College Major/Minor: Accountancy Degree Received: Master's
Work Experience Vice President, Plan. and Busi. Development / Chief Compliance Officer/Privacy Officer 9/2007 - Present	Hours worked per week: 40 Monthly Salary: \$7,500.00 # of Employees Supervised: 6 Name of Supervisor: Annie R. Neasman - President &

JESSIE TRICE COMMUNITY HEALTH CENTER
(JTCHC), INC
www.jtchc.org
5607 NW 27th Avenue Suite #1
Miami, Florida 33142
3058051700

CEO

May we contact this employer? Yes

Duties

Miami, FL

Established an exceptional reputation during nine-year tenure for Jessie Trice Community Health Center (formerly Economic Opportunity Family Health Center), a multi-site, and 501(c) (3) federally qualified community health organization with 252 employees.

Vice President, Plan. and Busi. Development / Chief Compliance Officer/Privacy Officer (2007 to Present)
Define and execute the corporate plan and strategic objectives to boost financial, administrative, clinical and operational performance. Partner with executives in leading the organization during a period of significant change in the health industry and regulatory environments (ACA, PCMH, JACHO). Negotiate and manage complex contracts to provide consistent funding (via government and corporate grants) while delivering flawless services to the community. Enforce regulatory, program and contract compliance. Oversee fundraising, construction, legal affairs, facilities, transportation, marketing and business development operations.

Selected accomplishments:

Identified and capitalized on opportunities to reengineer and revitalize processes for superior productivity, efficiency and bottom-line performance.

Co-wrote and submitted the application for \$4 million general obligation bond grant that supported 22,500 square-foot, two-story, corporate capital development project.

Provided vision and insight to the Board of Directors, managers and employees to ensure compliance with regulatory agencies and enhance the reputation and quality standards throughout the organization.

Increased customer satisfaction by coordinating/developing and implementing a customer service improvement plan at all agency levels.

Pioneered and directed the JTCHC corporate giving program; created the foundation's original Web site, launched new programs and drafted policies and procedures for Board of Directors approval.

Successfully initiated and cultivated relationships with business affiliates and secured corporate gifts to the foundation and parent agency.

Conceived, funded and directed the annual Patient Toy Drive from the ground up as a way to "give back" to the community while merging mentoring, coaching and development with public affairs. The program expanded into a community partnership project serving over 400+ children each year.

Served as mentor for college, high school and middle school students as well as interns and volunteers, providing individual and professional coaching and development.

Adjunct Professor

9/2008 - 12/2011

Florida International University
www.fiu.edu
11200 SW 8th Street, RB 250
Miami, Florida 33199
954-254-3106

Hours worked per week: 40

Monthly Salary: \$833.00

of Employees Supervised: 0

Name of Supervisor: Nancy Borkowski, DBA, CPA,
FACHE, FHFMA - Clinical Associate Professor Director,
Health Management Programs

May we contact this employer? Yes

Duties

teach online and traditional courses in Health Care Financial Management and other topics for the School of Public Health and Social Work, Department of Health Policy and Management.

Reason for Leaving

Completing PHD. Still on the faculty roster.

Director, Corporate Affairs

11/2005 - 9/2007

JESSIE TRICE COMMUNITY HEALTH CENTER,
INC
www.jtchc.org
5607 NW 27th Avenue Ste #1
Miami, Florida 33142
3058051799

Hours worked per week: 40

Monthly Salary: \$6,250.00

Name of Supervisor: Henry Thompson - VP Corporate
Affairs

May we contact this employer? Yes

Duties

(2005 to 2007)

Spearheaded strategies to enhance the utilization of financial resources for the Corporate Affairs Division. Provided leadership for multiple departments and functions, including compliance, risk management (corporate insurance), support services, contracts, property development, transportation, auditing, security, maintenance and housekeeping. Hired, trained and motivate employees and managers in navigating organizational change and growth. Supervised interns. Led contracted pharmacy activities and negotiated fees for the 340B drug program. Closely tracked and analyzed performance; generated statistical reports.

Selected accomplishments:

Participated in organizational planning and decision making as member of the Marketing, Performance Improvement (PI), Management, Safety and Special Committees. Also assisted in reviewing and improving JCAHO accreditation compliance procedures.

Wrote grants that increase contract revenue by \$100,000+ annually for three consecutive years, and secured additional funding as key member of federal, state and local grant writing teams.

Decreased insurance premiums by \$200,000 in four years by rolling out risk-reduction programs.

Successfully minimized the corporate lease by 24% by conducting audits that immediately reduced additional lease payments.

Championed outreach programs and special projects that dramatically increased visibility and community awareness, and inspired members of the community to donate \$30,000 for patient care.

Orchestrated \$7 million construction and renovation of 35,000 square foot flagship health center, and oversaw additional projects such as the \$40,000 renovation and expansion of two agency facilities. Large- and small-scale facilities projects contributed to the public image and reputation of the organization.

Served as trusted spokesperson representing the division and agency to the public, industry professionals and in complex negotiations.

Reason for Leaving

Promoted

Manager, Corporate Affairs / Internal Auditor

11/2002 - 11/2005

JESSIE TRICE COMMUNITY HEALTH CENTER,
INC

www.jtchc.org

5607 NW 27th Avenue, Suite #`

Miami, Florida 33142

305805100

Hours worked per week: 40

Monthly Salary: \$4,666.00

Name of Supervisor: Francis Afram-Gyneing - VP

Corporate Affairs/Compliance

May we contact this employer? Yes

Duties

Miami, FL

Manager, Corporate Affairs / Internal Auditor (2002 to 2005)

Supervised and led agency-wide contract administration functions with accountability for requests for proposal (RFP) bids, negotiations, contract auditing and monitoring. Developed and maintained the 800-contact database. Designed and implemented audit programs. Organized JCAHO re-accreditation processes in respect areas. Assisted the human resources (HR) team in interviewing and selecting new staff members.

Selected accomplishments:

Drafted new processes throughout the organization that were influential in streamlining and improving grant reporting, bid proposals, pharmacy operations, contract management and purchasing operations. Skillfully analyzed and enforced regulatory and agency guidelines and requirements; conducted internal investigations and recommended corrective actions to eliminate inefficiencies and increase compliance.

Reason for Leaving

Promoted

Senior Auditor

2/1999 - 8/2002

Mississippi Office of the State Auditor

www.osa.state.ms.us/

501 N West St #801

Jackson, Mississippi 30201

(601) 576-2800

Hours worked per week: 40

Monthly Salary: \$2,583.00

of Employees Supervised: 5

Name of Supervisor: Bill Doss - State Auditor

May we contact this employer? Yes

Duties

Performed financial, federal and state compliance audits, documented findings and proposed corrective actions. Interacted directly with leadership and staff in state and local government agencies to facilitate all stages of the audit process. Educated personnel on laws, rules and regulations.

Selected accomplishments:

Effectively conducted independent audits of the Oil & Gas, Public Service Commission, Personnel Board, Department of Health, Security Exchange Commission, Emergency Management, Department of Education, and Human Services, Veterans Affairs and other state and local agencies.

Implemented financial, federal (OMB A133) and other audits that required in-depth knowledge of GAAP package reporting, fund accounting, grant schedules and financial controls, budgets, cash management and contract administration.

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Reason for Leaving

Relocated for new job.

Certificates and Licenses

Type: CHC

Number:

Issued by: Health Care Compliance Association

Date Issued: 3 /2010 Date Expires: 3 /2018

Type: CPPB

Number: 0001

Issued by: Universal Public Procurement Certification Council

Date Issued: 8 /2004 Date Expires: 1 /2015

Type: Healthcare Executive Management and Leadership (Certificate)

Number: 0002

Issued by: University of Los Angeles

Date Issued: 7 /2013 Date Expires: 1 /2024

Type: National Association of Community Health Center (NACHC)

Number: 0003

Issued by: NACHC

Date Issued: 1 /2012 Date Expires: 2 /2022

Skills

Office Skills

Typing:

Data Entry:

Additional Information

Professional Associations

Greater Chamber of Commerce(Health Care Committee) • National Association of Community Health Center (NACHC), Member • Florida Association of Community Health Center (FACHC) • South Florida Healthcare Executive Forum (SFHEF), Former • American Institute of Certified Public Accountants (AICPA) • Hope V1 Task Force, Former

Honors & Awards

Selected Awards & Honors

Honors & Awards

2012 Fundraising Leadership Award • 2012 South Florida's 100 Most Accomplish Caribbean American • 2007 Role Model of Excellence Award • 2007 Business and Planning Award • 2005 Fundraiser Leadership Award • 2003 Alliance for Excellence Award • Full list is available on request

References

Professional
Thompson, Henry
President & CEO
Community Health Center of Richmond
235 Port Richmond Avenue
Staten Island, New York 10302
305-397-6502
chcrichmond@gmail.com

Resume

Text Resume

Attachments

Attachment	File Name	File Type	Created By
Reference.(2013) (1).doc	Reference.(2013) (1).doc	References	Job Seeker

Agency-Wide Questions

1. Q: Have you ever been convicted of a criminal offense? Note: Omit minor vehicle violations and any offense committed before your 17th birthday which was finally adjudicated in juvenile court or under a youthful offender law. Conviction of a criminal offense is not necessarily an absolute bar to state government employment in all cases. Each conviction is evaluated individually.

A: No

2. Q: If yes, please list charge(s), indicate where you were convicted, the date, and the disposition status of the conviction.

A:

3. Q: Are you currently employed by the State of South Carolina?

A: No

4. Q: If so, in which agency do you currently work?

A:

5. Q: Do you have any relatives employed with the State of South Carolina?

A: No

6. Q: If yes, please provide below the name(s), relationship, and agency.

A:

7. Q: Have you ever been terminated or forced to resign from any job?

A: No

8. Q: If yes, please explain.

A:

9. Q: Can you, after employment, submit proof of your legal right to work in the United States?

A: Yes

10. Q: Give the name, address, and phone number of two people, not relatives, who are familiar with your work.

A: Henry Thompson, MPH
President & CEO
Community Health Center of Richmond
235 Port Richmond Avenue
Staten Island, NY 10302

718-876-1732 Office
305-397-6502 Cellular
chcrichmond@gmail.com Email

Francis Afram-Gyening, FACHE,
Chief Executive Officer
Care Alliance Health Center
1530 St. Clair Avenue
Cleveland, Ohio 44145
(p) 216 781-6228 x253
(f) 216 298-5020
faframgyening@carealliance.org Email

Nancy Borkowski, DBA, CPA, FACHE, FHFMA
Clinical Associate Professor
Director, Health Management Programs
Chapman Graduate School of Business
Florida International University
11200 SW 8th Street, RB 250
Miami, FL 33199
nborkows@fiu.edu
cell: 954-254-3106, office: 305-348-2589
fax: 305-348-4126
www.HealthcareMBA.fiu.edu

- 11. Q:** Have you been separated from South Carolina State Government employment as a part of a reduction-in-force within the past 12 months?

A: No

Supplemental Questions

- 1. Q:** Supplemental questions are considered part of your official application. Any misrepresentation will result in your disqualification from employment. Please complete the state application to include all current and previous work history and education. A resume will not be accepted or reviewed to determine if an applicant has met the qualifications for the position. I have read and acknowledge the above statement.

A: Yes

- 2. Q:** Do you have at least a bachelor's degree in an analytical discipline?

A: Yes

- 3. Q:** Do you have at least five (5) years of experience in public budgeting and/or policymaking in the public sector?

A: Yes

- 4. Q:** If you answered "Yes" to question three, please describe your experience.

A: Worked for more than three(3) years with the State of Mississippi auditing State and local agencies. Currently employed in a non-profit Federally Qualified Community Health Center for over eleven years. My current activities included policy interpretations, advising at the executive level and process implementation for board and executive team mates.

- 5. Q:** Do you have at least three (3) years of supervisory experience?

A: Yes

- 6. Q:** If you answered "Yes" to question three, please describe your experience.

A: Acted as auditing supervisor on audit engagement for more than two years. Supervised Internal audit currently, transportation services for uninsured population served and compliance team.

- 7. Q:** Do you have experience with Microsoft Word and Excel?

A: Yes

38134 - Director, Executive Budget Office - 60018329**Contact Information -- Person ID: 19261398**

Name:	Travis Hall	Address:	5 Alatera Court Columbia, South Carolina 29229 US
Home Phone:	1-803-834-4995	Alternate Phone:	
Email:	Tandthall2015@yahoo.com	Notification Preference:	Email
Former Last Name:		Month and Day of Birth:	05/05

Personal Information

Driver's License:	Yes, Alabama
Can you, after employment, submit proof of your legal right to work in the United States?	Yes
What is your highest level of education?	Master's Degree

Preferences

Preferred Salary:	
Are you willing to relocate?	No
Types of positions you will accept:	Regular
Types of work you will accept:	Full Time
Types of shifts you will accept:	Day , Rotating

Objective**Education**

Graduate School <i>Grantham University Kansas City</i> [Unspecified Start] - 9/2010 Kansas City, Missouri	Did you graduate: Yes College Major/Minor: Business Administration Degree Received: Master's
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College <i>Troy University</i> [Unspecified Start] - 8/2003 Troy, Alabama	Did you graduate: Yes College Major/Minor: Business Administration Degree Received: Bachelor's
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College <i>Barton County Community College Great Bend</i> [Unspecified Start] - 7/1996 Great Bend, Kansas	Did you graduate: Yes College Major/Minor: General Studies Degree Received: Associate's
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Work Experience

Chief of Operations 7/2013 - 11/2014 Army Ft. Jackson, South Carolina 29207 1-803-751-2997	Hours worked per week: 60 Monthly Salary: \$8,000.00 # of Employees Supervised: 25 Name of Supervisor: Dexter Caston - Battalion Commander May we contact this employer? Yes
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Duties

Operations Officer
Supervisor: LTC Dexter Caston (803-751-2997)
Okay to contact this Supervisor: Yes

- * Leads and manages a Company. As a Senior Manager/Program Analyst, I directed and managed subordinate personnel in their duties on a daily basis so they could perform all functions that included managing the centralization of the unit mission.
- * Budgetary policy. I am in charge of matters concerning budgetary policy, law and regulation for assigned areas of the Organization/ Depot and a range of advisory/analytical services concerning budget and workload,
- * Budget labor. Prepares direct labor hour, and financial management initiatives. Compiles, consolidates, reviews and analyzes budget and manpower estimates from assigned missions.
- * Superior ability to plan, organize, direct and analyze budgets. I allocated funds for transportation, distribution and readiness issues at strategic and analyzed, monitored, and tracked expenses.
- * Checks the accuracy and adequacy of budget. I was responsible for the budgetary justifications submitted by directors in support of budget requests. Responsible for evaluating further justification as needed to support requests.
- * Extensive background in personnel management. I supervised employees to ensure goals and objectives were met in each department/section of responsibility. My Ability to articulate ideas in a well-organized manner and team oriented for one goal, which is success.
- * Extensive knowledge of concepts and operations in any organization. I have experience that can be used to sustain a company or corporation's requirements for effective training and evaluation techniques in any organization.
- * Supervisory management . I supervised various departments and employees on a daily basis. Proven leadership ability to influence others to accomplish company tasks and jobs assigned. Excellent supervisory skills to project and determine objectives to be achieved, establish direction and set attainable goals, and evaluate individual and group strengths.
- * Perform supervisory duties. Supervised a workforce of 12 employees with rotating work schedules covering 24/7 duties and responsibilities. Evaluated, managed and set realistic performance standards, counsel employees on performance, makes formal and informal performance appraisals. I was responsible for the planning, processing and publishing of work schedules for subordinates.
- * Ensures timely and complete information dissemination. Directly responsible for multiple departments and staff sections.
- * Assembles and facilitates the daily organizational brief. I led and supervised company visions to present information, and focus on issues to enable effective communication with other agencies.
- * Evaluate effectiveness of operations/plans. Supervised and managed all sections in identifying deficiencies in areas failing to meet short and long term goals/objectives.
- * Establish and maintain positive working relationships. Responsible for establishing relationships with other organizations to gain understanding of current issues, activities, projects, and operational problems that may impact current and long-term operations at the company.
- * Establish a positive work environment. Responsible for managing support to create a motivated, and disciplined organization capable and fit personnel/soldiers who value team work, believe in the organizational/ Army Values.
- * Professional development. Responsible for establishing programs to help junior personnel in perfecting their roles and contributions for positive work environment and increased productivity on the job.
- * Medical Logistic Management. Responsible for day to day activities of supervising medical material storage, the management of property accounting and inventory management and hazardous material. Knowledge of supply and logistic operations.

Reason for Leaving

I will retire after 23 years of service on 1 Nov 2014. I am available for work in Sept 2014.

Operations Officer

6/2012 - 6/2013

United States Army Central Command-Kuwait
Sumter, South Carolina

Hours worked per week: 48

Monthly Salary: \$8,000.00

of Employees Supervised: 5

Name of Supervisor: David Hickey - Chief of Operations

May we contact this employer? Yes

Duties

Supervisor: LTC David Hickey (DSN: 312-430-6655)

Okay to contact this Supervisor: Yes

- * Leads and manages an organization. I directed and managed employees in their assigned duties on a

daily basis so they could perform all tasks.

* Assembles and facilitates company briefs. I briefed company visions to present information, and focus on issues to enable effective communication with other agencies. I presented professional guidance and direction of company goals.

* Extensive knowledge of local state and federal policies. I have hands on experience that can be used to sustain a corporation's requirements for effective training and evaluation techniques in any organization.

* Responsible for maintaining Budget technical assistance. I was in charge of matters concerning budgetary policy, law and regulation for assigned areas of the Organization/ Depot and a range of advisory/analytical services concerning budget, workload, direct labor hour, and financial management initiatives. Compiles, consolidates, reviews and analyzes budget and manpower estimates from assigned missions.

* Team Success. My leadership is impeccable and very aggressive in pursuit of success.

* Program Management. I secured critical resources and administered many programs for subordinate employee development.

* Extensive background in personnel management. I supervised large groups of employees to ensure goals and objectives were met in each department.

* Proven leadership ability to influence others to accomplish the mission. I have goal oriented skills to project and determine objectives to be achieved.

* Perform supervisory duties. I supervised a workforce with rotating work schedules covering 24/7 duties. Evaluate, manage and set realistic performance standards, counsels employees on performance, makes formal and informal performance appraisals

* Responsible for the planning, processing and publishing of work schedules for subordinates. I established and set attainable goals, and evaluate individual and group strengths.

* Supervisory management. I supervised and managed various departments with 25 employees.

* Superior ability to plan, organize, direct and analyze budgets. I managed and distributed funds for transportation, distribution and readiness issues at strategic and operational levels to analyze, monitor, and track expenses.

* Checks the accuracy and adequacy of budget. I reviewed and distributed funds to each department in the company.

* Secured critical resources and administered programs. Ensured all personnel/soldiers were proficient with combat essential skills and fully prepared for advanced training and the rigors of subsequent operational assignments.

Reason for Leaving

My assignment ended and I was relocated to Columbia, SC.

Company Commander

11/2010 - 6/2012

US ARMY

Columbia, South Carolina

Hours worked per week: 40

Monthly Salary: \$7,400.00

of Employees Supervised: 12

May we contact this employer? Yes

Duties

Supervisor:

Okay to contact this Supervisor: Yes

* Senior Manager. Responsible for Leading and managing a company within an organization through subordinate supervisors dedicated to functions that include managing the centralization and operations of the company mission.

* Commander of a Basic Combat Training Company. Senior Manager of company comprised of four training platoons/ sections and a headquarters with 18 permanent party personnel and approximately 240 soldiers per 10 week cycle for 15 months.

* Briefer for Company goals. I briefed company goals for each quarter and established company goals as they related to training and operations.

* Responsible for the management of the long range training calendar. I developed and managed goals within designated section and managed the administration of the plans section.

* Reviewed completed work of Company Operations and personnel. Led and supervised personnel for technical quality, appropriate levels of coordination, consistency, logic, soundness of recommendations, and compliance with established procedures in the organization.

* Checks the accuracy and completeness of budget justification data and reviews requests for funding to ensure compliance with mission goals and objectives

* Proven leadership ability. I managed a department that consistently exceeded attainable goals, and evaluated individual and group strengths. Managed and led the company to accomplish their mission, determined objectives to be achieved, Responsible for establishing direction and setting attainable goals, and evaluating individual and group strengths

* Supervisory duties. Supervised and managed a workforce of 15 personnel with rotating work schedules

for training and managing staffs. Tracked the training and management of 553 personnel with annual training load of 28,000 Initial Entry Training Soldiers.

* Developed and maintained man-hour performance. I managed the measurement and evaluation tools through a method and standards program to increase productivity, efficiency, and economy of depot resources.

* Superior ability to plan, organize and direct budgets. Responsible for analyzing budgets, transportation, distribution and readiness issues at major agencies and operational oversight at higher levels of corporate business.

* Rewarded for exceptional meritorious performance of duties perform and mission success. His aggressive pursuit of excellence was a big part of the organization success.

* Ability to articulate ideas. Coordinated and directed well-organized planning in a manner; to present information, and focus on issues to enable effective communication within the company.

* Implemented training and technical updates for branch personnel. Program Manager responsible for evaluating personnel performance; established, assessed and managed program goals. Plans, prepares and executes prescribed Initial Military Training for an annual training load of 1000 soldiers.

* Organizational Property. Managed and safeguarded all assigned facilities and equipment valued in excess of \$400,000.

Certificates and Licenses

Skills

Office Skills

Typing: 40

Data Entry: 0

Other Skills

Computer Literacy Expert - 15 years and 8 months

Microsoft Word Expert - 20 years and 1 months

Power Point Expert - 15 years and 1 months

Additional Information

Professional Associations

F&AM Masonry - Phi Beta Sigma - Member Chemical Officers

Professional Associations

Combined Federal Campaign Coordinator

Honors & Awards

Army Commendation Awards-10 total

Honors & Awards

Many performance based awards listed below for meritorious and exemplary performance and service

Honors & Awards

3 for Combat Tours

Honors & Awards

Army Achievement Awards- 3 total

Honors & Awards

Meritorious Service as the Alcohol Drug Prevention Coordinator

Honors & Awards

Combat Service

References

Personal

Roberts, Tammer

Assistant Principal
803-530-5426
tandthall2014@gmail.com

Professional
Reynolds, Willie
2. Marvin Pringle
573-586-6642

Resume**Text Resume****Attachments****Agency-Wide Questions**

1. Q: Have you ever been convicted of a criminal offense? Note: Omit minor vehicle violations and any offense committed before your 17th birthday which was finally adjudicated in juvenile court or under a youthful offender law. Conviction of a criminal offense is not necessarily an absolute bar to state government employment in all cases. Each conviction is evaluated individually.

A: No

2. Q: If yes, please list charge(s), indicate where you were convicted, the date, and the disposition status of the conviction.

A:

3. Q: Are you currently employed by the State of South Carolina?

A: No

4. Q: If so, in which agency do you currently work?

A:

5. Q: Do you have any relatives employed with the State of South Carolina?

A: No

6. Q: If yes, please provide below the name(s), relationship, and agency.

A:

7. Q: Have you ever been terminated or forced to resign from any job?

A: No

8. Q: If yes, please explain.

A:

9. Q: Can you, after employment, submit proof of your legal right to work in the United States?

A: Yes

10. Q: Give the name, address, and phone number of two people, not relatives, who are familiar with your work.

A: Mr. William Reynolds 334-393-2220

11. Q: Have you been separated from South Carolina State Government employment as a part of a reduction-in-force within the past 12 months?

A: No

Supplemental Questions

1. Q: Supplemental questions are considered part of your official application. Any misrepresentation will result in your disqualification from employment. Please complete the state application to include all current and previous work history and education. A resume will not be accepted or reviewed to determine if an applicant has met the qualifications for the position. I have read and acknowledge the above statement.

A: Yes

2. Q: Do you have at least a bachelor's degree in an analytical discipline?

A: Yes

3. Q: Do you have at least five (5) years of experience in public budgeting and/or policymaking in the public sector?

A: No

4. Q: If you answered "Yes" to question three, please describe your experience.

A: .

5. Q: Do you have at least three (3) years of supervisory experience?

A: Yes

6. Q: If you answered "Yes" to question three, please describe your experience.

A: I have supervised between 5-25 employees.

7. Q: Do you have experience with Microsoft Word and Excel?

A: Yes

38134 - Director, Executive Budget Office - 60018329**Contact Information -- Person ID: 1940302**

Name:	Joseph B Johnson Jr	Address:	557 Innsbrook Drive Columbia, South Carolina 29210-6911 US
Home Phone:	(803) 319-0125	Alternate Phone:	
Email:	Omni-Source03@msn.com	Notification Preference:	Email
Former Last Name:		Month and Day of Birth:	05/28

Personal Information

Driver's License:	Yes, South Carolina , 0008346016 , Class D
Can you, after employment, submit proof of your legal right to work in the United States?	Yes
What is your highest level of education?	Master's Degree

Preferences

Preferred Salary:	\$31.00 per hour; \$65,000.00 per year
Are you willing to relocate?	Yes
Types of positions you will accept:	Regular
Types of work you will accept:	Full Time
Types of shifts you will accept:	Day , Evening , Night , Weekends

Objective

Public Health Administrative Management for a State Agency in Georgia.

Education**Graduate School**

Troy University
www.Troyu.edu
10/1995 - 6/1997
Troy, Alabama

Did you graduate: Yes
College Major/Minor: Public Administration/ Public Management
Units Completed: 60+ Quarter
Degree Received: Master's

College

Benedict College
www.Benedict.edu
1/1987 - 5/1989
Columbia, South Carolina

Did you graduate: Yes
College Major/Minor: Public Administration/ Music Education
Units Completed: 98 Semester
Degree Received: Bachelor's

College

Furman University
www.Furman.edu
9/1983 - 5/1986
Greenville, South Carolina

Did you graduate: No
College Major/Minor: Political Science/ Music Education
Units Completed: 60+ Quarter
Degree Received: No Degree

High School

Sumter High School
8/1979 - 6/1983
Sumter, South Carolina

Did you graduate: Yes
Degree Received: High School Diploma

Work Experience

Owner Operator/ Principal Administrative Management Consultant
7/2005 - Present

Hours worked per week: 40
Monthly Salary: \$4,166.00
May we contact this employer? No

Omni-Source, Inc.
www.omni-sourceinc.com
557 Innsbrook Drive
Columbia, South Carolina 29210
(803) 319-0125

Duties

Researched, developed and negotiated funded proposals totaling approximately \$300,000 in awarded contracted proceeds for an administrative management consulting firm start-up.

Reason for Leaving

still owning administrative management consulting firm.

Chief Administrative Officer/ Pastor
12/1995 - 3/2014

African Methodist Episcopal Church
www.amec.org
Pisgah Church Road
Columbia, South Carolina 29203
(803) 935-0500

Hours worked per week: 25
Monthly Salary: \$1,200.00
of Employees Supervised: 30
Name of Supervisor: Presiding Prelate of the 7th
Episcopal Dist. AMEC - AMEC Bishop of the State of
South Carolina
May we contact this employer? Yes

Duties

Successfully plans, develops and administers programs of Financial Stewardship, Christian Education, and Social Outreach for a rural congregation in Fairfield County, South Carolina.

Reason for Leaving

Still a clergy member of AMEC conference system.

Contract Specialist Senior
4/2002 - 9/2004

Georgia Department of Community Health
www.dch.ga.gov
2 Peachtree Street NW, Suite 37
Atlanta, Georgia 30303
(404) 651-6184

Hours worked per week: 40
Monthly Salary: \$3,200.00
of Employees Supervised: 3
Name of Supervisor: Joanne Mitchell - Contracts
Manager
May we contact this employer? Yes

Duties

Researched, developed, negotiated, executed and administered an on-going, active portfolio of highly technical US Department of Health and Human Services' (HHS') Small Rural Hospital Improvement Program solicitation documents and contracts totaling more than \$3.8 million.

Reason for Leaving

To pursue career advancement through entrepreneurship

Project Director
10/1999 - 7/2001

Wateree Community Actions, Inc.
13 South Main Street/ PO Box 1838
Sumter, South Carolina 29151
(803) 775-4354

Hours worked per week: 40
Monthly Salary: \$2,800.00
of Employees Supervised: 3
Name of Supervisor: Fredrica Brailsford - Community
Services Director
May we contact this employer? Yes

Duties

Developed, and administered a faith-based, US Department of Health and Human Services Community Services Block Grant and United Way 21st Century Community Learning Centers Program-funded pilot after school project and social brokering project in the Lower Richland community of South Carolina.

Reason for Leaving

Project tasks were successfully completed and grant funding cycle was completed.

Consultant Business Development Specialist
6/1998 - 10/1999

DESA, Inc.

Hours worked per week: 38
Monthly Salary: \$2,250.00
of Employees Supervised: 0

www.desainc.com
400 Percival Road
Columbia, South Carolina 29206
(803) 743-1124

Name of Supervisor: Sophia Vickers - Project Director
May we contact this employer? Yes

Duties

Researched, developed, provided technical assistance on and executed more than 100 strategic planning documents to institute prescriptively management infrastructure for eligible South Carolina Department of Transportation Disadvantaged Business Enterprises, enabling them thereby to compete more effectively in the State Department's monthly procurement letting.

Reason for Leaving

To accept job offer and promotion to further my career field in Public Administration and ministry at the Wateree Community Actions Agency.

Executive Director

4/1997 - 12/1997

Bethlehem Community Center
www.colabethlehem.org
2500 Elmwood Avenue
Columbia, South Carolina 29204
(803) 931-8023

Hours worked per week: 40

Monthly Salary: \$2,500.00

Name of Supervisor: Board of Directors - Board Chairperson

May we contact this employer? Yes

Duties

Provided executive crisis management in administering a diverse continuum of human service programs, fundraising, financial management, personnel management, organizational restructuring, policy research, development and execution and technical assistance and advisement to the governing Board of Directors. Researched and developed funded proposals totalling more than \$90,000 in awarded and generated unprecedented operational revenue for the Center.

Reason for Leaving

Contracted tasks had been successfully completed.

State Transportation Planner III

9/1992 - 3/1997

South Carolina Department of Transportation,
Division of Mass Transit
www.dot.state.sc.us
955 Park Street
Columbia, South Carolina 29201
(803) 737-3601

Hours worked per week: 40

Monthly Salary: \$2,300.00

of Employees Supervised: 8

Name of Supervisor: Jim Frierson - Transit Planning Supervisor

May we contact this employer? Yes

Duties

Provided field supervision over eight Metropolitan Transportation Planning Organization (MPO) grantee officials in the execution and administration of US Federal Transit Administration and Federal Highway Administration transit planning projects, providing technical assistance and assisting as a contributing writer to the annual federal funding request. Also successfully collected, compiled, analyzed and reported, on an on-going basis, local transit system-generated operational performance data from some 18 General Public provider and 300+ human service public transportation operators.

Reason for Leaving

To accept job offer with the Bethlehem Community Center and to advance my career in Public Administration.

Research Analyst/ Interim Grants Coordinator

8/1990 - 7/1992

Richland County Government
www.richlandonline.com
2020 Hampton Street/ PO Box 192, Room 4058
Columbia, South Carolina 29202
(803) 576-2050

Hours worked per week: 40

Monthly Salary: \$1,765.00

Name of Supervisor: Tony McDonald - Executive Assistant to the County Administrator

May we contact this employer? Yes

Duties

Managed and coordinated line department officials in my researching, developing, presenting, recommending and publishing County Council Administration and Finance Committee agenda items. Also assisted in the development of Community Development Block Grant Water/Sewer Infrastructure proposals and served as constituent liaison for the County Administrator and County Council on countywide grant matters.

Reason for Leaving

Countywide Reduction in Force prompted my dismissal.

Work-Study Loyalty Fundraiser

10/1984 - 5/1986

Furman University
www.furman.edu
3300 Poinsett Highway
Greenville, South Carolina 29163
(864) 294-2000

Hours worked per week: 30

Monthly Salary: \$400.00

Name of Supervisor: Office of Alumni Affairs - Loyalty Fund Campaign

May we contact this employer? Yes

Duties

Provided work-study, award winning fundraising services through annual phone-a-thon; participated in live musical ensembles promoting the various educational programs of the University at such events as the annual independent colleges and universities association conference in Hilton Head SC, Disney World in Orlando, FL, Washington DC's Grande Central Station and at area feeder schools in the Greenville County area.

Reason for Leaving

To further undergraduate studies.

Certificates and Licenses**Skills**

Office Skills

Typing: 50

Data Entry: 0

Additional Information**Honors & Awards**

Honors Graduate, Troy University, MPA (1997); cum laude Graduate, Benedict College, BA (1989); BC Dean's List (1987 - 1989); 1987 National Dean's List citation; BC 1989 Highest Major GPA Award; Top 25 of 700+ Graduating Class--Sumter High School (1983 Honors); AME Church Clergy Ordination (September 1990 to September 1995); Furman University Freshman Class President (1983-84); United Way, SC "Project Blueprint" Leadership Graduate (1996); Eagle Scout, BSA (1979); SC Notary Public Commissioner; SC Governor's School for the Arts Honor Graduate (1982); 1982 Palmetto Boys State Delegate (Treasurer of Ashley City); Pilgrim in the Interdenominational Theological Center's May 2009 Holy Land Pilgrimage, a 20-Day Expense-Paid Spiritual Formation and Pastoral Care study in the Holy Land (Galilee, Tiberius, and Jerusalem); Founder, owner & operator of PA management consulting firm Omni-Source, Inc. (May 2000); National Alliance of Gospel Instrumental Musicians, Inc. founder (May 1999).

Professional Memberships

American Society of Public Administration; Community Transportation Association of America; Transportation Association of South Carolina; National Contract Management Association; National Institute of Government Purchasing; South Carolina Association of Human Service Agencies; United Way, Inc.; Young Men's Christian Association; Boy Scouts of America, Inc.; Alpha Phi Alpha Fraternity, Inc.; African Methodist Episcopal Church; and the National Alliance of Gospel Instrumental Musicians, Inc.

Volunteer Experience

UNITED WAY OF THE MIDLANDS, Columbia, SC

Volunteer Public Speaker June 1996 - Present

Speaks publicly in support of the organization's annual fundraising campaign and its mission; Addresses employees of potential corporate donors and involves them creatively in the presentation; Received nomination for and successfully completed enrollment into "Project Blueprint," an honorary leadership

development course for local community leaders who especially support the mission of the United Way; Received written commendations of thanks from corporate donors for assisting in achievement of unprecedented levels of giving to the Annual Campaign.

WATEREE COMMUNITY ACTIONS, INC., Sumter, SC

Volunteer Program Administrator - June 1980 to June 1983

Assisted with processing Community Services Block Grant assistance applications: sorting and collating documents and making copies; Assisted in the development of public presentations on program accomplishments; Assisted in the process of canvassing co

Additional Information

Relevant graduate coursework completed with grade "B" or better: Public Policy Process; Organizational Behavior; Administrative Law; Personnel Management; Public Budgeting; Financial Management; Financial Administration; Grants Administration; Data Analysis Process; Research Methods; Research Statistics; Local Administration; City Management; Research & Associates, Inc. Grant Writing & Program Administration courses; Strategic Planning; Government Planning; and Crisis Management.

References

Professional

Woodard, Arnita

Procurement Manager, Grants Administration

2 Peachtree Street NW, 35th Floor

Atlanta, Georgia 30303

(404) 651-6184

www.awoodard@dch.ga.us

Professional

DeLaune, Margo

Title I Education Program Manager

Georgia Department of Education

1858 Twin Towers East

Atlanta, Georgia 30334

(404) 657-8335

mdelaune@doe.k12.ga.us

Professional

Frierson, James

Planning Manager

955 Park Street

Columbia, South Carolina 29201

(803) 737-3601

Resume

Text Resume

Attachments

Attachment	File Name	File Type	Created By
Resume - Joseph Johnson (SC Executive Budget Administration 09-April-2014).doc	Resume - Joseph Johnson (SC Executive Budget Administration 09-April-2014).doc	Resume	Job Seeker
TroyU Transacript1 (27-May-2010).jpg	TroyU Transacript1 (27-May-2010).jpg	Transcript	Job Seeker
TroyU Transacript2 (27-May-2010).jpg	TroyU Transacript2 (27-May-2010).jpg	Transcript	Job Seeker
TroyU Transacript3 (27-May-2010).jpg	TroyU Transacript3 (27-May-2010).jpg	Transcript	Job Seeker
Benedict College Transcript Part 1 of 2 (28-May-2010).doc	Benedict College Transcript Part 1 of 2 (28-May-2010).doc	Transcript	Job Seeker
Benedict College Transcript Part 2 of 2 (28-May-2010).doc	Benedict College Transcript Part 2 of 2 (28-May-2010).doc	Transcript	Job Seeker

Agency-Wide Questions

1. Q: Have you ever been convicted of a criminal offense? Note: Omit minor vehicle violations and any offense committed before your 17th birthday which was finally adjudicated in juvenile court or under a youthful offender law. Conviction of a criminal offense is not necessarily an absolute bar to state government employment in all cases. Each conviction is evaluated individually.

A: No

2. Q: If yes, please list charge(s), indicate where you were convicted, the date, and the disposition status of the conviction.

A:

3. Q: Are you currently employed by the State of South Carolina?

A: No

4. Q: If so, in which agency do you currently work?

A:

5. Q: Do you have any relatives employed with the State of South Carolina?

A: No

6. Q: If yes, please provide below the name(s), relationship, and agency.

A:

7. Q: Have you ever been terminated or forced to resign from any job?

A: No

8. Q: If yes, please explain.

A:

9. Q: Can you, after employment, submit proof of your legal right to work in the United States?

A: Yes

10. Q: Give the name, address, and phone number of two people, not relatives, who are familiar with your work.

A: 1. Margo DeLaune

Title I Education Program Manager

Georgia Department of Education

1858 Twin Towers East

Atlanta, Georgia 30334

Tel. (404) 657-8335

Fax (404) 651-9111

mdelaune@doe.k12.ga.us

2. Audrey Blake, MPH

Director- Children and Youth with Special Needs Unit

Georgia Department of Public Health, Maternal and Child Health Program

2 Peachtree St., NW, Suite 11-203A

Atlanta, GA 30303-13422

Tel.: (404) 232-1630/ Fax: (404) 657-2763

amblake@dhr.state.ga.us

11. Q: Have you been separated from South Carolina State Government employment as a part of a reduction-in-force within the past 12 months?

A: No

Supplemental Questions

1. Q: Supplemental questions are considered part of your official application. Any misrepresentation will result in your disqualification from employment. Please complete the state application to include all current and previous work history and education. A resume will not be accepted or reviewed to determine if an applicant has met the qualifications for the position. I have read and acknowledge the above statement.

A: Yes

2. Q: Do you have at least a bachelor's degree in an analytical discipline?

A: Yes

3. Q: Do you have at least five (5) years of experience in public budgeting and/or policymaking in the public sector?

A: Yes

4. Q: If you answered "Yes" to question three, please describe your experience.

A: Yes, I do have at least five (5) years of experience in public budgeting and/or policymaking in the public sector. As Research Analyst to the Administration and Finance Committee of County Council on the staff of the Richland County Administrator in Columbia, South Carolina from August 1990 to July 1992, I researched, collected, analyzed, developed and made policy recommendations on County budgeting data as a part of the County's public legislative process, to include such regular agenda issues as budgeting amendments, revenue bonds, tax anticipation notes, personnel reclassification, millage rate approval, water and sewer infrastructure funding and annual budget approval to be formally acted upon by both the County Administrator and County Council. I researched, negotiated, executed, formulated policy and procedures for and administered (i.e. processed amendments, reviewed deliverables and gave complying review approval of invoices and funding requests, and performed year-end close-outs concerning) six (6) project budgets under the USDOT, Federal Transit Administration/ Federal Highway Administration 1991 Intermodal Surface Transportation Efficiency Act Section 5303 (Transportation Planning) and the State Transportation Assistance Program, as State Planner III to the South Carolina Department of Transportation, Division of Mass Transit from September 1992 to March 1997. I, as Project Director to the antipoverty agency Wateree Community Actions, Inc., from October 1999 to July 2001, effectively developed and administered the total \$300,000 No Child Left Behind Act and USDHHS Community Services Block Grant-funded 21st Century Community Learning Centers pilot Project Right Start, an at-risk youth after school program and Project Brokering, a one-stop-shop social brokering intervention service delivery in Lower Richland South Carolina. Additionally, as Contract Specialist Senior to the Georgia Department of Community Health in Atlanta, Georgia, from April 2002 to December 2004, I researched, negotiated, developed, executed and administered more than 100 active project budgets totaling more than \$3.5 million in administered funding under the US Department of Health and Human Services Small Rural Hospital Improvement Program. As contracted Project Manager of the administrative management consulting firm Omni-Source, Inc. to the Employment Preparation Program of the South Carolina Department of Social Services in Aiken County, from February 2008 to July 2009, I planned, developed, administered and implemented applicable policy and procedures for the \$200,000 State and federal-funded project budget to provide Job Readiness training to income-eligible Family Independence participants.

5. Q: Do you have at least three (3) years of supervisory experience?

A: Yes

6. Q: If you answered "Yes" to question three, please describe your experience.

A: Yes, I have at least three (3) years of supervisory experience. I supervised, on an on-going basis, six (6) MPO grantee field operatives under the Intermodal Surface Transportation Efficiency Act of 1991 Section 5303 Transportation Planning in the completion of contracted project-related tasks from September 1992 to March 1997 for the South Carolina Department of Transportation. As transitional Executive Director, providing crisis management to the Bethlehem Community Center of Columbia, South Carolina from April 1997 to December 1997, I recruited, hired, trained, evaluated and supervised a 12-member staff in the provision of a continuum and triage of comprehensive human service programming. As Project Director at the Wateree Community Actions, Inc., from October 1999 to July 2001, in the development, implementation and administration of Project Right Start and Project Brokering, I recruited, screened, hired, trained, evaluated and supervised a staff of four project personnel. As owner/operator, lead consultant and Project Manager to the public administrative management consulting firm Omni-Source, Inc., from February 2008 to July 2009, I recruited, screened, hired, trained, evaluated and supervised a staff of four project personnel.

7. Q: Do you have experience with Microsoft Word and Excel?

A: Yes