

Application Form

Profile

Sheila

First Name

Cash

Last Name

1234 SW Abisco Road

Home Address

PORT ST LUCIE

City

FL

State

34953

Postal Code

sheilaroxanne500@gmail.com

Email Address

What district do you live in? <http://www.cityofpsl.com/districts> *

 District 2

Mobile: (561) 452-1880

Primary Phone

Business: (772) 336-8222

Alternate Phone

Retired?

 Yes NoTCBA Treasure Coast
Builders Association

Employer

Administrative Assistant

Job Title

Clerical

Occupation

Which Boards would you like to apply for?

Public Art Advisory Board: For Review

Were you nominated or recommended to apply by the Mayor or a Councilmember?

 Yes No

Please Agree with the Following Statement

I have read and guarantee that I meet all the requirements for board service.

 I Agree

Interests & Experiences

Why are you interested in serving on a board or committee?

To provide public awareness to the arts. To be an advocate for the arts committee, showing my viewpoint and my development for future leadership in our community.

Sheila Cash

Why do you think you are qualified to serve on this board or committee?

I am a 21 year resident of Port St. Lucie. I have seen major growth in our city. I will help to make decisions to accomplish the overall goal with respect to public opinion. I can achieve this by listening and learning of the arts.

Brief description of Education & Experience

I am a high school graduate from Akron, Ohio. I have always had an interest in the beautification of our city. Since moving here 21 years ago and seeing the difference of change and growth, it has made me more aware of The beautification of the city.

[Sheila_Cash_Resume.doc](#)

Upload a Resume

Demographics

Ethnicity

Caucasian/Non-Hispanic

Gender

Female

09/25/1956

Date of Birth

Do you now serve on any City Board, Committee or other Governmental Board or Committee? (NOTE: You cannot serve on more than one Board or Committee within the City of Port St. Lucie during the same time period.)

Yes No

Are you a registered voter?

Yes No

How long have you been a City resident?

21 years

Have you attended the City University classes?

Yes No

Are you a United States Citizen?

Yes No

Are you presently employed by the City of Port St. Lucie?

Yes No

Are you a current or former law enforcement officer, other employee* or the spouse or child of one who is exempt from public records disclosure under FS 119.07?

Yes No

Have you ever been convicted of a crime, pled guilty or no contest to a criminal charge, or entered into an agreement setting forth the terms leading to the reduction or dismissal of the charges?

Yes No

Please Agree with the Following Statement

I agree that all of my answers are truthful and accurate to the best of my ability. I understand that if I have falsified any information my application will be withdrawn and I will not be considered for appointment.

I Agree

SHEILA CASH

1234 SW ABISCO RD. PORT ST. LUCIE, FLORIDA, 34953 561-452-1880 SHEILAROXANNE@AOL.COM

CAREER OBJECTIVE

Reach for new levels of knowledge. Proved level of professionalism. Strive high for my personal growth. Drive to excellence and promote development based on my efforts, loyalty, work ethic and success.

WORK EXPERIENCE

GENERAL ELECTRIC, JUPITER, FLORIDA

Customer Care Manager Southeast Region, Feb 1995 - Aug 2005

- Conduct and administer fiscal operations, including accounting, planning budgets, authorizing expenditures, establishing rates for services, and coordinating financial reporting.
- Direct, supervise and evaluate work activities of medical, nursing, technical, clerical, service, maintenance, and other personnel.
- Consult with medical, business, and community groups to discuss service problems, respond to community needs, enhance public relations, coordinate activities and plans, and promote health programs.
- Direct or conduct recruitment, hiring and training of personnel.

YOUR AUCTION INC, STUART, FLORIDA

Office Manager, Sep 2005 - Sep 2013

- Determine staffing requirements, and interview, hire and train new employees, or oversee those personnel processes.
- Establish and implement departmental policies, goals, objectives, and procedures, conferring with board members, organization officials, and staff members as necessary.
- Review financial statements, sales and activity reports, and other performance data to measure productivity and goal achievement and to determine areas needing cost reduction and program improvement.

GARBER BUICK GMC , FORT PIERCE, FLORIDA

Accounting Administrator, Sep 2013 - Present

- Prepare, examine, or analyze accounting records, financial statements, or other financial reports to assess accuracy, completeness, and conformance to reporting and procedural standards.
- Establish tables of accounts and assign entries to proper accounts.
- Advise management about issues such as resource utilization, tax strategies, and the assumptions underlying budget forecasts.
- Plan store layouts or design displays.
- Assist General Manager in daily operation.

ADDITIONAL SKILLS

- Six Sigma Lean/Green Belt Certified
- Florida Notary
- Chair St. Lucie County American Cancer Society Board
- Event Chair Relay for Life St. Lucie County 2013-2015
- Buick Drive Your Students to Excellence Chair St. Lucie County
- Member of Fort Pierce / Port St. Lucie Women Clubs