

General Job Application

Job Title

Assistant City Manager

Requisition Number

46448

Personal Data

Contact

First Name

Miguel

Middle Name**Last Name**

Nunez

Address

[REDACTED]

City**State****Zip Code**

[REDACTED]

Primary Phone

[REDACTED]

Alternate Phone**Email Address**

mnunez2264@gmail.com

Salary Requirement

What is your desired salary range?

130000

Eligibility

Do you have a legal right to work in the U.S.?

Yes

If yes, are you able to provide documents as required by law to verify your eligibility to work in the U.S.?

Yes

Have you ever been convicted of a crime excluding misdemeanors and/or summary offenses?

No

If yes, provide the details for all such instances.

Education Information

High School

High School Name

Colegio Claret

City

Santo Domingo, Dominican Republic

Did you graduate?

Yes

State

Not Applicable

College/University

Name of College/University/Other	Start Date	End Date
Universidad Nacional Pedro Henriquez Urena (UNPHU)	8/2/1982	5/2/1989
City	State	
Santo Domingo, Dominican Republic	Not Applicable	
Degree	Major	Did you graduate?
Bachelors	Architecture	Yes

College/University

Name of College/University/Other	Start Date	End Date
Universidad Nacional Pedro Henriquez Urena (UNPHU)	5/2/1989	5/2/1990
City	State	
Santo Domingo, Dominican Republic	Not Applicable	
Degree	Major	Did you graduate?
Masters	Construction Management	Yes

College/Graduate School

Name of College/University/Other	Start Date	End Date
Strayer University	7/2/2015	6/2/2017
City	State	
Miramar	Florida	
Degree	Major	Did you graduate?
Masters	Public Administration	Yes

Vocational/Technical

Name of Vocational/Technical School	Start Date	End Date
City	State	
Degree	Major	Did you graduate?

Additional Education Information

Please list any additional education below.

Florida Atlantic University (FAU) = Code Enforcement (Levels I-IV), Lean Six Sigma (Green Belt), Executive Certificate in Project Management.

Employment Information

Beginning with your present or most recent employment, describe ALL periods of employment including self-employment, unemployed periods and military service. Your adult employment MUST be complete. Use the space provided below, if necessary. The City of Margate appreciates the reasons why you might prefer that your current employer not know about this application. Be advised that the City generally does not contact any employer until the latter stages of our hiring process.

Most Recent Employer

Start Date	End Date	
01/2011	03/2019	Full Time
Position Title		
Building Official		
Employer		Phone Number
City of Pompano Beach		9547864672
Address		
100 W Atlantic Boulevard		
City	State	Zip
Pompano Beach	Florida	33060

Duties

Management of all aspects of the Building Department and Enforcement of State of Florida Building Codes (FBC) and local ordinances, while overseeing compliance with the approved plans for residential and commercial projects. Supervise the performance of the building department and enforcement of building code violations, investigations, presentation to the Unsafe Structures and Housing Appeals Board, Special Magistrate and follow up to legal actions.

Reason for leaving?

Laid Off

May we contact for reference?

Yes

Previous Employer

Start Date	End Date	
02/2002	01/2011	Full Time
Position Title		
President / CEO		
Employer		Phone Number
NU-CON, Inc.		9544483761
Address		
3960 NW 103 Drive		
City	State	Zip
Coral Springs	Florida	33065

Duties

Led company, Including sales, production, estimating, personnel, pricing, P&L due diligence and budget. Managed subcontractors field operations quality control contracts, costs schedule and materials management.

Reason for leaving?

Close Business

May we contact for reference?

Yes

Previous Employer

Start Date	End Date	
01/2009	02/2002	Full Time
Position Title		
Building Inspector		
Employer		Phone Number
City of Boca Raton		5613937805
Address		
201 W Palmetto Park Road		
City	State	Zip
Boca Raton	Florida	33432

Duties

Enforcement of State of Florida Building Codes (FBC) and local ordinances, while overseeing compliance with the approved plans for residential and commercial projects. Provided expert support for the code enforcement officers, the Builders Board of Adjustment and Appeals and the Zoning Board • Plans review assistance to the public and the Building Code Administrator.

Reason for leaving?

Open Business

May we contact for reference?

Yes

Previous Employer

Start Date	End Date	
03/1996	01/1999	Full Time
Position Title		
Field Inspector / Design Assistant		
Employer		Phone Number
Professional Engineering and Inspection Company (PEICO)		9542368100
Address		
11860 State Road 84, Suite B1		
City	State	Zip
Fort Lauderdale	Florida	33325

Duties

- Field Structural Inspector: Performed special threshold and UBCI inspections for residential, commercial, institutional and educational facilities.
- Design Assistant: Structural and architectural designer, CAD operator for structural and architectural designs. Developer; Contractor, Project Design coordinator.

Reason for leaving?

Took Job at City of Boca Raton

May we contact for reference?

Yes

Previous Employer

Start Date	End Date	
08/1995	03/1996	Full Time
Position Title		
Field Superintendent		
Employer	Phone Number	
Garmon Construction Corporation	3054184623	
Address		
7305 NW 36 Street		
City	State	Zip
Miami	Florida	33166
Duties		
Performed scheduling, takeoffs, quality control, delivery control and material management Plans coordinator for fast paced construction projects. Managed over 15 subcontractors and several suppliers.		
Reason for leaving?		
Growth		
May we contact for reference?		
Yes		

Previous Employer

Start Date	End Date	
01/1993	08/1995	Full Time
Position Title		
Senior Architectural Designer and Draft-person / Principal Assistant		
Employer	Phone Number	
Michael A. Mosher, PA (Architects/Planners); aka Mosher Group.	9549205030	
Address		
1909 Harrison Street		
City	State	Zip
Hollywood	Florida	33020
Duties		
<ul style="list-style-type: none">• Senior Architectural Designer and Draftsperson: Architectural designs for residential, commercial projects, while coordinating the associated trades with the main design for the final construction drawings. Coordinated meetings with specialty engineers, local Inspectors, special Inspectors, and code research for projects in progress to assure implementation and or compliance.• Principal Assistant: Facilitated owner's communication with contracted professional for scheduling and budget control, while managing a staff of 5 Draftspersons.		
Reason for leaving?		
Growth		
May we contact for reference?		
Yes		

Start Date	End Date	Full Time
Position Title		
Employer		Phone Number
Address		
City	State	Zip
Duties		
Reason for leaving?		
May we contact for reference?		

Please list any additional work experience below.

Professional Certifications and Licenses

General Contractor (CGC061765), Roofing Contractor (CCC1328341), Building Code Administrator (BU1748), Plans Examiner (PX1595), Building Inspector (BN2991), Floodplain Manager (US-13-07157), Real Estate Salesperson (SL3111065).

List all jobs skills, abilities, qualifications, and volunteer experience relevant to the position for which you are applying.

Broward County:
Board of Rules and Appeals (Certification Review Committee and Structural Committee)
Central Examining Board for General Contractors (Secretary)

Branch of Service		
Enlistment Date	Discharge Date	Type of Discharge
Primary Responsibilities & Duties		

By my signature below, I authorize any federal, state, county or municipal governmental agency, any municipal corporation or political subdivision of this state, or any other state agency, department or division thereof, or any other public or private agency, person, firm, or corporation holding records concerning, that are considered confidential, to supply such information to the City of Margate.

By my signature below, I acknowledge that PRIOR to making a conditional offer of employment to me, the City of Margate may request information which may include, but not limited to, a history of my educational records, a history of my vocational and/or training records, criminal history, any documentation of previous or current on-the-job performance records or history, any reason, excluding any reason based on a medical condition or disability, for termination of any previous employment, any reason, excluding for discharge from military service, or any other personal information that is not medical, health, or disability related in nature which may not otherwise be obtained without prior agreement.

By my signature below, I acknowledge that SUBSEQUENT to making a conditional offer of employment to me, the City of Margate may request not only the information stated above, but also any information of what-so-ever nature regarding both my past or current job related or non-related medical/health condition(s) or disability(ies).

By my signature below, I acknowledge that any such information received by the City of Margate shall become public record pursuant to Chapter 119 of the Florida Statutes.

I Agree

Yes

Signature

Miguel A. Nunez

Date Signed: 5/2/2019 12:19 PM

Date Submitted: 5/2/2019 12:45 PM

IP Address: 24.233.185.55

Agency Wide Questions

Do you have any relatives working for the City of Margate?

No

Did you provide at least ten (10) years of relevant work history in the Work Experience section, or if you do not have ten (10) years of work history, did you list the entirety of your work experience in the Work Experience section? If not, please return to the Work Experience section to complete this information.

Yes

Where did you hear about the job opportunity you are applying to?

City of Margate website

Pursuant to Florida State Statute 119, all applications and materials attached are subject to public records request. Please use the space below to indicate whether or not you have any exemptions under FSS 119. If you do not have any exemptions, please write "N/A".

Exemption as a Code Enforcement.

If you have relatives working for the City of Margate, please enter their name and department in the space below.

None

Did you provide at least three (3) professional work-related references? If not, please return to this section and add additional professional work-related references.

Yes

Please provide at least three (3) professional work-related references. Please include the following information: reference name, phone number, email address, position title. (Please note: professional work-related references are people who can speak to us about your job performance and are usually people who directly supervise you. For students, or those with limited work history: professional references may include internship/volunteer supervisors or academic teachers/professors).

Joseph Falso (Engineer) 954-931-8890 - Professional
David Recor (DSD Director) 772-332-4423 - Professional
Richard Lewine (Coach) 215-872-6025 - Professional
John Lamb (Architect) 954-270-1805 - Professional

Assistant City Manager Qualifications

Do you possess a Bachelor Degree from an accredited college or university, with major coursework in Administration, Management, or closely related field?

Yes

Do you possess a Master's Degree?

Yes

Do you have at least seven (7) years of successful management experience in municipal/county management?

Yes

Do you have municipal government experience?

Yes

Do you possess a DD214 for military service?

No

Please use the space below to explain what field your Bachelor's Degree is in. If you do not have a Bachelor's Degree, please type "N/A".

Architecture

Please use the space below to explain what field your Master's Degree is in. If you do not have a Master's Degree, please type "N/A".

Public Administration, Construction Management.

Please use the space below to detail your relevant experience in municipal/county management. Please include where you obtained the experience, what capacity you worked in, how many years of experience you have, and any professional accomplishments.

Building Official / Building Plans Examiner / Chief Inspector / 2011-2019 and previously 1999-2002.

Please use the space below to describe your municipal government experience. Please include where you obtained the experience, what capacity you worked in, and the total number of years of experience.

Building Official / Building Plans Examiner / Chief Inspector / 2011-2019 and previously 1999-2002.

Do you have your ICMA Credentialed Manager Certification?

No

Miguel A. Núñez

/ mnunez2264@gmailcom

Architect • General & Roofing Contractor • Building Inspector • Plans Examiner • Code Administrator

Professional construction designer, project manager, estimator and code analyst, with excellent organizational skills, project programming, analytical, problem solving and bilingual (English & Spanish) communication skills, critical thinker. Whose background, knowledge of industry and government building codes regulations, to rapid problem solving and expertly directs resources to efficiently save time and resources, by means of ideas and recommendations to daily challenges.

Professional Experience

City of Pompano Beach	January 2011 to March 2019
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Local Government.

Building Official (2013 to 2019) / Building Code Compliance Supervisor (2012-2013) / Building (Structural) Inspector (2011-2012): Management of all aspects of the Building Department and Enforcement of State of Florida Building Codes (FBC) and local ordinances, while overseeing compliance with the approved plans for residential and commercial projects. Supervise the performance of the building department and enforcement of building code violations, investigations, presentation to the Unsafe Structures and Housing Appeals Board, Special Magistrate and follow up to legal actions.

NU-CON, Inc.	February 2002 to January 2011
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General, Roofing and Structural Shell Contracting Company.

- President / CEO.: Led company, Including sales, production, estimating, personnel, pricing, P&L due diligence and budget. Managed subcontractors field operations quality control contracts, costs schedule and materials management.

City of Boca Raton	January 1999 to February 2002
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Local Government.

- Building (Structural) Inspector: Enforcement of State of Florida Building Codes (FBC) and local ordinances, while overseeing compliance with the approved plans for residential and commercial projects. Provided expert support for the code enforcement officers, the Builders Board of Adjustment and Appeals and the Zoning Board ☐ Plans review assistance to the public and the Building Code Administrator.

Professional Engineering and Inspection Company (PEICO)	March 1996 to January 1999
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Engineering Firm Provider of Design, Threshold, Special and Geotechnical Inspections and Plans Review.

- Field Structural Inspector: Performed special threshold and UBCI inspections for residential, commercial, institutional and educational facilities.
- Design Assistant: Structural and architectural designer, CAD operator for structural and architectural designs. Developer; Contractor, Project Design coordinator.

Garmon Construction Corporation	August 1995 to March 1996
--	---------------------------

Structural Contracting Company

- Field Superintendent: Performed scheduling, takeoffs, quality control, delivery control and material management Plans coordinator for fast paced construction projects. Managed over 15 subcontractors and several suppliers.

Michael A, Mosher, PA – Architects / Planners	January 1993 to August 1995
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Architects, Engineers & Planners firm.

- Senior Architectural Designer and Draftsperson: Architectural designs for residential, commercial projects, while coordinating the associated trades with the main design for the final construction drawings. Coordinated meetings with specialty engineers, local Inspectors, special Inspectors, and code research for projects in progress to assure implementation and or compliance.
- Principal Assistant: Facilitated owner's communication with contracted professional for scheduling and budget control, while managing a staff of 5 Draftspersons.

S. Charles Brugnetti & Associates	August 1992 to January 1993
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General Contracting Company.

- Architectural Draftsperson and G.C. Assistant: Performed structural/architectural design/drafting, as-built, and interior design for the Bankers Savings Bank complex in Coral Gables, Florida. Coordinated the initial construction schedule for the main building renovation and the adjacent retail areas.

Construcciones & Servicios Generales. S.A.	July 1989 to June 1992
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Architects, Engineers, Planners & Contracting Firm.

- Director of Design & Project Supervision Department: Senior Architect in charge of the design and supervision contract of the Bank of Reservas of the Dominican Republic and its 32 offices throughout the country. Managed a staff of 5 project managers. 2 engineers and 3 draftspersons.

Education & Credentials

Master in Public Administration (MPA) (Honor: Summa Cum Laude)	July 2014 to July 2016
<i>Strayer University</i>	
Lean Six Sigma Green Belt (LSSGB)	2015
Code Enforcement Professional (Levels I, II, III & IV) – FACE	2013
Executive Certificate in Project Management	2009
<i>Florida Atlantic University (FAU)</i>	
Master in Construction Administration (Honor: Cum Laude)	1990
Bachelor in Architecture (BA)	1989
<i>Universidad Nacional Pedro Henriquez Ureña (UNPHU)</i>	
High School (Math & Science).	1982
<i>Colegio Claret</i>	

Licenses, Skills and Professional Associations

Licenses and Certifications:

Dominican Republic	Architect	Codia 9197
State of Florida	Building Code Administrator	BU 1748
	Certified Building Inspector	BN 2991
UBCI Inspector ■ 1 & 2 Family Dwelling Inspector ■ Coastal Construction Inspector ■ Structural Masonry Inspector		
	Certified Modular Inspector	SMI 93
	Certified Roofing Inspector	SRI 129
	Certified Plans Examiner	PX 1595
	Certified 1 & 2 Family Plans Examiner	SFP 234
	Certified General Contractor	CGC 061765
	Certified Roofing Contractor	CCC 1328341
	Certified Floodplain Manager	US-13-07157
	Real Estate Salesperson	SL 3111065

Technical Skills:

Microsoft Office: Word, Excel, PowerPoint, Outlook, Publisher & Project, QuickBooks, AutoCAD, HTP, NaviLine & EPlan Software (ProjectDox).

Professional Associations:

- Building Officials Association of Florida (BOAF).
- Broward County Building Officials Association (BOIEA)
- Florida Association of Code Enforcement, Inc. (FACE).
- Colegio Dominicano de Arquitectos, Ingenieros y Agrimensores (CODIA)

Community Service and Personal

Broward County:

Board of Rules and Appeals: Certification Review Committee (September 2017); Structural Committee (February 2019)

Central Examining Board for General and Specialty Contractors (March 2016) Secretary.

City of Coral Springs:

Community Assisted Patrol (CAP); Emergency Response Team (CERT) <Inactive>

~ References Upon Request ~

ASSOCIATION OF STATE

FLOODPLAIN MANAGERS, INC.

CERTIFICATION BOARD OF REGENTS

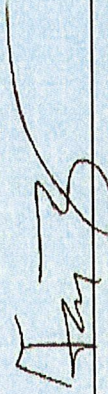
HEREBY CERTIFIES THAT PURSUANT TO THE PROVISIONS OF THE CHARTER FOR THE
CERTIFIED FLOODPLAIN MANAGER PROGRAM

Miguel A. Nunez, CFM

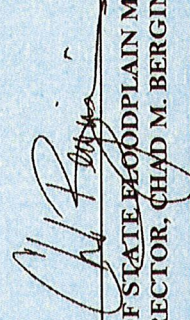
IS DULY REGISTERED AS AN

ASFPM CERTIFIED FLOODPLAIN MANAGER

IN TESTIMONY WHEREOF THIS CERTIFICATE HAS BEEN ISSUED BY THE AUTHORITY OF THE
CERTIFICATION BOARD OF REGENTS, CERTIFICATE NO. US-13-07157, ISSUED 8/23/2013. THIS
CERTIFICATE SHALL EXPIRE 1/31/2016, UNLESS RENEWED ACCORDING TO THE RULES OF THIS BOARD.



CERTIFICATION BOARD OF REGENTS
PRESIDENT, THOMAS V. MOREY, CFM



ASSOCIATION OF STATE FLOODPLAIN MANAGERS
EXECUTIVE DIRECTOR, CHAD M. BERGINNIS, CFM





LA UNIVERSIDAD NACIONAL
PEDRO HENRIQUEZ UREÑA

Facultad de Ingeniería y Arquitectura

Miguel Antonio Núñez Mieses

POR CUANTO

HA CUMPLIDO CON LAS DISPOSICIONES LEGALES

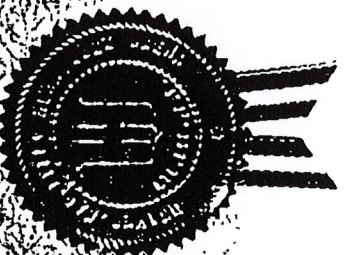
POR TANTO

HA VENDIDO EN QUOTIDIANE EN PRESENTE DE UNA QUE LE ACREDITA CON LA CALIDAD DE

Post-Grado en Administración de la Construcción

Don Juan

DADO EN SAN VICENTE, CAPITAL DE LA REPUBLICA DOMINICANA A LOS 21 DIAS DEL MES DE abril DE 1930



Rector

Director de Registro

DIRECTOR DE REGISTRO
REGISTRADO BAJO EL N.º 12564-90
DEL LIBRO DE TITULOS

Strayer University

*By the virtue of authority of the Board of Trustees and the
recommendation of the Faculty
has conferred upon*

Miguel A. Nunez

the Degree of


Master of Public Administration

with all the rights, honors, and privileges thereto pertaining.

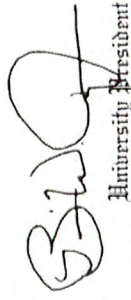
In witness whereof, this degree is granted bearing the seal of

Strayer University, Washington, D.C.

Given this twentieth day of June in the year two thousand and sixteen.


Chairwoman, Board of Trustees




University President

Student Record: NUNEZ, MIGUEL ***-**-6950

Successful Completion(s)

IS-00100	Introduction to the Incident Command System,
IS-00200	ICS for Single Resources and
IS-00700	National Incident Management System

All available courses can be found on the Independent Study website at <http://training.fema.gov/EMIWeb/IS/>.

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

MIGUEL A. NUNEZ

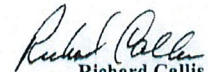
has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of this course:

IS-00700

**National Incident Management System
(NIMS) an Introduction**

Issued this 20th Day of September, 2006

0.3 CEU


Richard Callis
Acting Superintendent
Emergency Management Institute

FEMA Form 16-31, October 05

DETACH THIS STUB

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that


MIGUEL NUNEZ

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00200

**ICS for Single Resources and
Initial Action Incidents**

Issued this 19th Day of September, 2006


Richard Callis, Acting Superintendent

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

MIGUEL A. NUNEZ

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of this course:

IS-00100

Introduction to the Incident Command System,
(ICS 100)

Issued this 14th Day of July, 2006

0.3 CEU

Richard Callis
Richard Callis
Acting Superintendent
Emergency Management Institute
FEMA Form 10-31, October 05



El Consejo Nacional de Educación

A Miguel Antonio Núñez Mieses

Por cuanto ha cumplido con el precepto de la Ley, sometiéndose a las pruebas que ella exige, le expide el presente

DIPLOMA

que lo acredita con el título de

Bachiller en Ciencias Físicas y Matemáticas

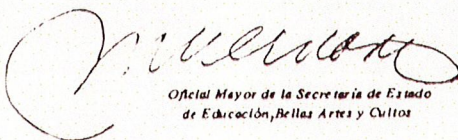
Dado en Santo Domingo, D.N. República Dominicana,
hoy día 27 del mes de marzo del año 1986.

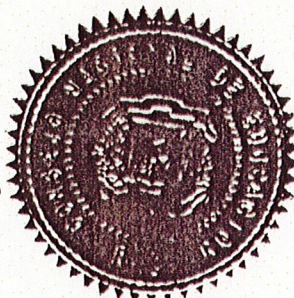
Registrado bajo el No. 950 folio 32

del libro de diplomas


Certificado oficial de suficiencia del 15 de JUN de 1982

El Secretario


Oficial Mayor de la Secretaría de Estado
de Educación, Bellas Artes y Cultos



El Presidente


Secretario de Estado de Educación, Bellas Artes y Cultos

Division of Emergency Management



Certificate of Achievement

Miguel Nunez

HAS SUCCESSFULLY COMPLETED

G-400 Advanced Incident Command System Command & General Staff: Complex Incidents

Rick Scott
State Training & Exercise Officer

03/31/2015

Date

John Holgerson

Instructor/Course Manager

Rick Scott, Governor
State of Florida



Bryan Koon, Director
Division of Emergency Management

Division of Emergency Management



Certificate of Achievement

Miguel Nunez

HAS SUCCESSFULLY COMPLETED

G-300 Intermediate Incident Command System for Expanding Incidents

Linda J. M. H. S.
State Training & Exercise Officer

10/17/2014

Date

Sharon Denton-Gow

Instructor/Course Manager



Rick Scott, Governor
State of Florida

Division of Emergency Management

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

MIGUEL A NUNEZ

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00800.b
National Response Framework, An Introduction

Issued this 7th Day of April, 2014



0.3 IACET CEU


Tony Russell
Superintendent
Emergency Management Institute



LA UNIVERSIDAD NACIONAL
PEDRO HENRIQUEZ UREÑA

FUNDADA EL 21 DE ABRIL DE 1966

*Facultad de Arquitectura y Artes
Escuela de Arquitectura*

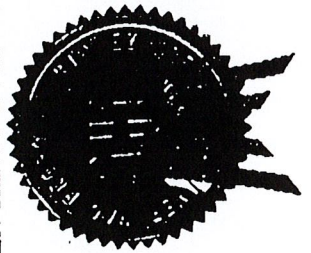
POR CUANTO Miguel Antonio Núñez Mieses

HA CUMPLIDO CON LAS DISPOSICIONES LEGALES Y CON LOS REQUISITOS REGLAMENTARIOS DE ESTA CASA DE ESTUDIOS

POR TANTO: HA VENIDO EN OTORGARLE EL PRESENTE DIPLOMA QUE LE ACREDITA CON LA CALIDAD DE

Arquitecto

DADO EN SANTO DOMINGO, CAPITAL DE LA REPUBLICA DOMINICANA, A LOS 19 DIAS DEL MES DE noviembre DE 1989.



[Signature]
RECTOR

[Signature]
DECANO

[Signature]
DIRECTOR DE REGISTRO
REGISTRADO BAJO EL N.º 11822-87
DEL LIBRO DE TITULOS



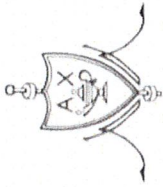
Colegio Dominicano de Ingenieros, Arquitectos y Agrimensores

Certificamos que Miguel Antonio Núñez Mieses
poseedor del título de Arquitecto con Post-Grado en Adm. de la Construcción
expedido por Univ. Nacional Pedro Henríquez Ureña
esta provisto del Exequatur No. 184 de fecha 22-5-90
y es miembro activo y registrado con el No. 9197 de este Colegio
y como tal goza de todos los privilegios que otorga la Ley y su
Reglamento Interno Estatutario.

Santo Domingo, D. N., 11 de enero de 1991


Secretario General


Presidente



This is to certify that

Miguel A. Nunez

has been duly elected a member of

Alpha Chi

National College Honor Society

E. C. Gamma Chapter
Strayer University
February 22, 2016



David K. Jones

President

Lori L. Mills

Secretary