

## General Job Application

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**Job Title**

Executive Director - Community ReDevelopment Agency

**Requisition Number**

56917

### Personal Data

#### Contact

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**First Name**

Miki

**Middle Name****Last Name**

Racine

**Address**

4164 Inverrary Drive

**City**

laudershill

**State**

Florida

**Zip Code**

33319

**Primary Phone**

9544784066

**Alternate Phone**

9544465330

**Email Address**

Miki.Racine@yahoo.com

### Salary Requirement

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**What is your desired salary range?**

\$65,000-\$75,000

### Eligibility

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**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

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**High School Name**

Fort Lauderdale High School

**Did you graduate?**

Yes

**City**

Fort Lauderdale

**State**

Florida

## College/University

Name of College/University/Other		Start Date	End Date
Broward College		1/11/2016	5/7/2019
City		State	
Fort Lauderdale		Florida	
Degree	Major	Did you graduate?	
Bachelors	Supervision and Management	Yes	

## College/University

Name of College/University/Other		Start Date	End Date
City		State	
Degree	Major	Did you graduate?	

## College/Graduate School

Name of College/University/Other		Start Date	End Date
City		State	
Degree	Major	Did you graduate?	

## 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.

PriceWaterhouseCoopers Accounting Development Program-

## 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

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**Start Date**

October 6, 2010

**End Date**

March 12, 2019

Full Time

**Position Title**

District Manager

**Employer**

Jamba Juice

**Phone Number**

9548067011

**Address**

648 N Federal Highway

**City**

Fort Lauderdale

**State**

Florida

**Zip**

33322

**Duties**

Led all aspects of operations of the Jamba Juice brand for 7 stores throughout an assigned territory. Responsibilities included being an ambassador of Jamba's vision & mission statement, Business Analysis, Revenue Management, Purchasing, Project Management, Coaching, Training and Development, Inventory Management, Budgeting and Payroll Management, among other things.

**Reason for leaving?**

Looking for more career growth within a larger firm.

**May we contact for reference?**

Yes

## Previous Employer

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**Start Date**

June 12 2019

**End Date**

current

Full Time

**Position Title**

Licensed Claims Adjuster

**Employer**

Progressive Insurance

**Phone Number**

8007764737

**Address**

14505 sw 27th way

**City**

Miramar

**State**

Florida

**Zip**

33027

**Duties**

Responsible for independently managing a wide variety of claims including total losses, complex and subrogation claims. Assisted Progressive customers and claimants with the auto claim process from start to finish. Collaborated closely with supervisors, adjusters, and body shops with regards to vehicle repairs and settlements. Managed claims process from start to finish & consistently process a high volume of claims inventory in an efficient manner

**Reason for leaving?**

Currently employed here. Looking for a better work-life balance

**May we contact for reference?**

Yes

## Previous Employer

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

## Previous Employer

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

## Previous Employer

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

## Previous Employer

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

## Previous Employer

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

## Additional Work Experience Information

Please list any additional work experience below.

## Skills & Certifications

### Professional Certifications and Licenses

Licensed Claims Adjuster in the State of Florida

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

Superior ability to provide oral presentations; business analysis; continuous improvement; operations management; Superior communication skills, bi-lingual (English & Haitian-Creole); Proficient in Microsoft Office Programs; volunteer experience in political campaigns & working alongside elected officials; strategic planning; purchasing;

## Military Experience

**Branch of Service**

**Enlistment Date**

**Discharge Date**

**Type of Discharge**

**Primary Responsibilities & Duties**

## **Applicant Statement**

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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**

*Miki Racine*

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Date Signed: 1/22/2020 5:37 PM

Date Submitted: 1/22/2020 5:42 PM

IP Address: 96.75.83.59

## Agency Wide Questions

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

No

n/a

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

Yes

Yes

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

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).

indeed.com

Kethia Prosper- Manager  
954-806-7011kethiaprosp2006@gmail.com  
Jonathan Prendergast- Manager- 7864578979  
jpmoney457@gmail.com  
Addys Zaldivar- Shift Manager- 9546079777  
addydd0721@gmail.com

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".

n/a

## Executive Director - Community ReDevelopment Agency

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Do you have a Bachelor's degree from an accredited college or university with a major in Public Administration, Business Administration, Urban Planning, Real Estate?

Yes

Do you have five years of experience in urban planning, real estate development, project coordination, or economic development?

No

Do you have at least three (3) years of supervisory experience?

Yes

**Miki Racine**

**(954)-478-4066**

**Lauderhill, FL**

**Miki.Racine@yahoo.com**

### **EDUCATION:**

**Broward College, Fort Lauderdale, FL**

B.A.S. Supervision & Management- Class of 2019

### **PROFESSIONAL EXPERIENCE:**

**Progressive Insurance Company**

**June 2019-Present**

**Licensed Claims Adjuster:** Responsible for independently managing a wide variety of claims including total losses, complex and subrogation claims. Assisted Progressive customers and claimants with the auto claim process from start to finish. Collaborated closely with supervisors, adjusters, and body shops with regards to vehicle repairs and settlements. Managed claims process from start to finish & consistently process a high volume of claims inventory in an efficient manner.

**Jamba Juice Fort Lauderdale, FL**

**October 2010–March 2019**

**District Manager:**

Led all aspects of operations of the Jamba Juice brand for 7 stores throughout an assigned territory. Responsibilities included being an ambassador of Jamba's vision & mission statement, Strategic Planning, Business Analysis, Revenue Management, Purchasing, Project Management, Coaching, Training and Development, Inventory Management, Budgeting and Payroll Management, among other things. Highlights included:

- Developed strong management teams, which focused on the in-store experiences & creating WOW moments for guests. Promoted 3 hourly shift managers to the salaried General Manager role and cultivated countless other hourly staff members into the shift manager role.
- Implemented an Educational Reimbursement Program in March 2018, to assist Managers with their educational pursuits & strengthen retention rates among Management Teams. As a result, 18 Managers received scholarships to further their education.

### **LEADERSHIP:**

**PriceWaterhouseCoopers Accounting Development Program**

**June 2010**

Selected from a national pool of applicants by PWC to participate in a rigorous, weeklong accounting program sponsored by PWC, Florida Institute of CPA's, and Florida International University.

- Participated in multiple accounting leadership activities and sessions consisting of professionals and 30 honors students. Activities included making oral presentations, technical accounting seminars, personal development programs including etiquette, community service and case study. Received two academic awards: Team Most Valuable Player & Most Supportive Member

### **SKILLS & ADDITIONAL INFORMATION:**

**Languages Spoken:** English, Haitian Creole

**Computer Skills:** Proficient in both PC & Macintosh environment



# Broward College

Fort Lauderdale, Florida

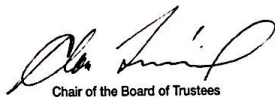
*Upon the Recommendation of the Faculty, Hereby Confers Upon*

**Miki Karine**



*this degree in*

**Bachelor of Applied Science  
Supervision and Management**

*Given under the seal of Broward College in the State of Florida  
on the seventh day of May in the year two thousand and nineteen.*

  
Chair of the Board of Trustees



  
President  
  
College Registrar

# Broward College

Fort Lauderdale, Florida

*Upon the Recommendation of the Faculty, Hereby Confers Upon*

**Miki Racine**

*this degree in*

**Associate in Arts**

*Given under the seal of Broward College in the State of Florida  
on the seventeenth day of December in the year two thousand and fifteen.*

*John L. Perry*  
Chair of the Board of Trustees



*J. David Anthony Jr.*  
President  
*Russell L. Moore*  
College Registrar