



Sean Hathorn <seanhathorn@gmail.com>

Open Board of Finance Position

1 message

Ramos, Ricky (GE Capital) <Ricky.Ramos@ge.com>
To: "Bof@brookfieldct.gov" <Bof@brookfieldct.gov>

Mon, Jun 13, 2016 at 3:59 PM

Hello,

I saw on the Brookfield Patch that there was an open role within the town board of finance. I am a resident of Brookfield with a Finance background and am interested in learning more about the position. Could you please send me information on what the board of finance responsibilities are, expectations from board members, and any other relevant information for a potential candidate?

If you wish to learn more about me, here is a link to my LinkedIn profile:

<https://www.linkedin.com/in/ricky-ramos-08780320>

Thanks. I hope to hear from you soon.

Ricky Ramos

Finance Planning & Analytics

GE Capital Treasury

Office – 203-961-5261

Mobile – 203-733-4797

Ricky.Ramos@ge.com

GE imagination at work

Annette Zatkovich

22 Oak Bracnh Drive ♦ Brookfield, CT 06804 ♦ (203) 948-1430 ♦ crafter02@att.net

Profile

Motivated, personable business professional with a talent for quickly mastering technology and the ability to connect with stakeholders at all levels. Flexible and versatile with a demonstrated history of producing accurate, timely results. Thrives in deadline-driven environments and has proven success in building teams, streamlining procedures, and increasing efficiency through effective business strategy.

Experience

GE Capital-Equipment Financing, Danbury, CT

Senior Transaction Support Specialist

Sept 2014 to present

Contracts Administrator

Nov 2001- Sept 2014

Administration Assistant:

Oct 1998 - Nov 2001

- Manages the most highly structured and complex lease/loan transactions
- Reviews lease and loan security documentation to ensure they are organized, compliant and accurate
- Serves as final approver of funding and facilitates the booking of financial transactions
- Owns the communication and information exchanged between all internal and external customers
- Partners with Management to develop, implement, maintain and report closing, booking and funding metrics and dashboards
- Point of contact for new programs and products – provides expertise and support to IT for development and testing of new initiatives
- Identifies, recommends and/or develops system enhancements, tools and metrics to eliminate errors and facilitate closing, documenting, booking and funding deals
- Troubleshoot highly complex, unusual or problematic situations encountered by the business segments or team members
- Trains and mentors team members to encourage continuous professional growth
- Manages team of 5 with a remote Team Leader off site
- Contracts Administrator: Prepare and review Documents for lease/loan transactions

Rodenstock USA Inc, Danbury, CT

Human Resource Generalist/Payroll Assistant

Aug 1996 – Oct 1998

- Coordinated payroll processing and off-site training through ADP system
- Handled administrative tasks and benefits processing for new and current employees
- Interviewed and screened job applicants
- Implemented safety procedures with regards to Warehouse Procedures and participated in training updates

Credit/Collections Clerk:

Aug 1993 – Aug 1996

- Evaluated credit worthiness of new customers and provided account support
- Approval of new orders for customers with regards to credit line
- Created new, streamlined collections procedure

Education

Post University, Waterbury, CT

MBA - Finance

May 2011

Bachelor's Degree - Business Administration and Integrated Business

May 2006

Associates Degree - Business Administration and Management

May 2004

Achievements: Dean's list, CT Gamma Chapter of Alpha Chi, Phi Theta Kappa

MATTHEW J. GRIMES, JR.

11 Orchard Street
Brookfield, CT 06804
203-241-1616
MJGJRBTD1@aol.com

June 16, 2016

Brookfield Board of Finance
Rob Gianazza, Chairman
P. O. Box 5106
Brookfield, CT 06804

Dear Chairman Gianazza:

With pleasure, I apply for the position on the Brookfield Board of Finance, recently vacated by Steve O'Reilly. I believe I possess requisite enthusiasm for serving the public and knowledge of Brookfield's government that could be put to full practical use in the office.

Steve O'Reilly did an outstanding job as a BOF member, having been elected three times by the people of Brookfield.

My experience in municipal government includes tenures as Chairman of the Brookfield Board of Education, Vice Chairman of the Brookfield Zoning Commission, and two Charter Revision Commissions. Additionally, I was Executive Assistant to the First Selectman of Bethel in 2005-06. My knowledge includes many of the statutes pertaining to municipalities, local charters and codes.

The aforementioned work on the 2007 and 2014 Charter Revision Commissions codified many provisions in the present Finance and Taxation (Article VIII) and Town Meetings (Article IX) sections of our Town Charter. Those questions (#4 in 2007; #1 in 2014) were approved by Brookfield voters by wide margins. The passage resulted in all Brookfield voters – the final arbiters of the process - having rights to: 1) automatic referendum on the annual budget; 2) separate votes for town and school operations portions; and 3) advisory questions as to each portion's level.

We are an amazing community in Fairfield County. Continuing my public service – this time as a BOF member - interests me greatly. To be considered would be an honor.

Very truly yours,


Matt Grimes