



APPLICATION FOR CITY OF RIVIERA BEACH ADVISORY BOARD

Please Note: Pursuant to 119.07 F.S. the information provided in this application is considered to be public record, except as provided by law.

Board Applying For: CIVIL SERVICE

Name: Joe L Nubin Home Address: [Redacted]
City: [Redacted] Zip: [Redacted] Home Phone No: [Redacted]
Work Phone No: [Redacted] Email Address: [Redacted]

Are you currently serving on a City Board or Committee? YES (X) NO ()

If so please indicate name: CIVIL SERVICE Date of Service(s) 3 year

Are you available for day time meetings () evening meetings (X)

What would you hope to accomplish by participating if you are appointed?
serve citizens of riviera Beach!

Present Employer: Palm Beach county Position: Career Ed Coordinator

Address: Forest Hill Blvd City: West Palm Beach State: FL Zip: 33

Profession: Business management Length: Since 1976

How long have you practiced the above profession? Since 1976

Preferred mailing address: Address Above

Could your occupation or employment present a conflict of interest on municipal subject matters discussed or decided upon by the Advisory Board? YES () NO (X) NOT SURE ()

Please explain:
[Blank lines for explanation]

Please explain your knowledge, experience, and interest in municipal functions; municipal charter, financing, Florida Constitution, and Florida Statutes pertaining to municipal law; if none, provide your experiences or skills in dealing with business or communication:

complete working knowledge of the Florida Sunshine law, formal with city of riviera beach rules.

EDUCATIONAL BACKGROUND

Degree or Certificate	Institution	Course of Study
Bachelor's	Human Resources	
Master's	International Business Administration	
Teaching Certification	K-12	

Are you registered and actively vote in Palm Beach County? YES NO ()

Are you currently participating in civic or community activities? YES NO ()

If yes, explain: Civil Board, member of RB recreation advisory board

I understand the duties, rules and time commitment to the Advisory Board to which I have applied:

[Signature] 7/14/21
Signature Date

How did you learn about the Advisory Board?

City's website () Community group () Newspaper () Other current member

If you desire, resume may be attached; Florida Law may require you to file a Financial Disclosure Form, If so, you will be notified upon appointment to City Advisory Board.

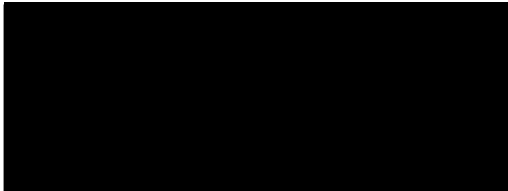
Please return application and resume to:

**Office of the City Clerk
600 West Blue Heron Blvd,
Riviera Beach, Fl 33404**

FOR USE BY CITY OF RIVIERA BEACH

Appointment by: _____ Date: _____ Expiration Date: _____

Orientation Date: _____ Notified by City Staff: _____



EDUCATION

University of Miami, Coral Gables, FL

Master's Degree, International Business Administration (GPA 3.567) – April 2001

Palm Beach Atlantic University, West Palm Beach, FL

Bachelor's Degree, Management of Human Resources (GPA) 3.521) – December 1996

Teaching Certification State of Florida (Business, Vocational) – June 2001

RELATED SKILLS

Bias for Action during problem resolution through daily interaction with internal and external customers.

Communicate proposed solutions to upper management.

Conflict Resolution for bargaining unit, non-exempt, and exempt employee issues as a Civil Service Board Member.

Strong Customer Service Focus to ensure strategic advantage in a global competitive marketplace through a keen understanding of local and international business.

Develop Processes and Procedures for many areas within the Telecommunication and Aerospace Industry.

EXPERIENCE (cont.)

1996 – Present (Board Member) Civil Service Board, City of Riviera Beach

Serve as a board member in an independent manner to resolve legal and labor issues filed against the City of Riviera Beach. Perform the following duties on a monthly basis:

- Work closely with the National Conference of Fireman and Oilers Union representatives analyzing and interpreting grievances of general employees.
- Conducted final step grievance review and render final decision to the City of Riviera Beach Personnel Department.
- Assist in determining solutions that would resolve discrepancies between interfacing groups (City/Labor).
- Review and critique the City of Riviera Beach hiring, termination and promotion process to determine if action taken was in compliance with current policies and procedures.
- Propose necessary revisions to outdated policies and procedures.

2009 – Present (Board Member) Northwest Riviera Community Redevelopment Council (NWRCRC)

Serve as a board member in an independent manner to oversee the business and affairs of the NWRCRC for the purpose of providing affordable housing to the citizens of Riviera Beach.

2011 – Present (Board Member) My Choice Academy, INC. (MCA)

Serve as a board member as designated in the Charter, for the management of the business, property, and affairs of the Corporation, to do such lawful acts as it deems proper and appropriate to promote the objectives and purposes of the Corporation.

1994 – 2000 (Council Member) Diversity Council, Pratt & Whitney

As a volunteer member of Pratt & Whitney's Diversity Council, I assisted in the strategic planning process to help Pratt achieve their initiative of providing a fair and equal working and living environment for all its employees and their families.

VOLUNTEER ACTIVITIES

1980 – 2000 Volunteer Youth Counselor, City of Riviera Beach

Interface with various youth groups providing guidance in the area of youth gangs, career development, and family crises.

1988 – Present High School Football Coach, Palm Beach Gardens High School

Assist in developing youth in the skills of football; in addition, help to build a positive attitude while learning the importance of being a team member.

1988 – 1998 Youth Counselor, Alpha Phi Alpha Fraternity

Assisted in the creation of Men of Tomorrow Youth Group. Assist in yearly scholarship drive that has enabled over 35 area students from 7 different high schools to attend college.

1996 – 2000 Coordinator (Mentor Program)

Assisted in the creation of a mentor's program between Pratt & Whitney's employees and area High Schools, (Gold Coast Intervention Academy): in addition, provided training to Gold Coast Academy's staff and established a working relationship.

1996 – 2000 Junior Achievement Consultant

Interact as a Consultant/Instructor in a classroom of middle and high school students providing training and expertise for the Soaring to Success Program, which enable students to gain on hand experience of how the American Free enterprise system work.

1994 – 2000 Diversity Council Member

As a member of Pratt & Whitney's Diversity Council, I assisted in the strategic planning process to help Pratt & Whitney reach its initiative of providing a better working/living environment for all its employees and their families.

1997 – 2000 SECME Representative

Interface with area corporations to provide science and technology fairs for elementary, junior high and high school students. Worked as a member of SECME's logistics team planning, coordinating, and fundraising future events, Chairperson Scholarship committee providing scholarships to SECME students.