

Application Form

Profile

Monica _____ R _____ Meza _____
First Name Middle Initial Last Name

Home Address _____ Suite or Apt _____
 Concord _____ CA _____ 94521 _____
City State Postal Code

Primary Phone _____

Email Address _____

[District Locator Tool](#)

Resident of Supervisorial District:

District 4

Village Music School _____ Operations Manager _____
Employer Job Title

Length of Employment

8 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

4

How long have you lived or worked in Contra Costa County?

On and off 32 years

Are you a veteran of the U.S. Armed Forces?

Yes No

Board and Interest

Which Boards would you like to apply for?

East Bay Regional Park District's Park Advisory Committee - BOS Appointee: Submitted

Seat Name

Citizen advisory group member

Have you ever attended a meeting of the advisory board for which you are applying?

Yes No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

California State University - Fresno

Degree Type / Course of Study / Major

Art Major / Sociology Minor

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, committee, or commission.

Our family has enjoyed the EBRPD open spaces for years and I want to be able to provide feedback around it's use and potential projects.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

Concord/Pleasant Hill resident for over 30 years. Operations Manager of a local business who could provide qualitative feedback about plans and projects.

[Upload a Resume](#)

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

Yes No

Do you have any obligations that might affect your attendance at scheduled meetings?

Yes No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Yes No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

I am currently the Public Relations board member of the Diablo Regional Concert Band

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

I Agree

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
 - (1) Mother, father, son, and daughter;
 - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 - (4) Registered domestic partner, pursuant to California Family Code section 297;
 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

Monica Raquel Meza

| www.monicameza.com

Seeking a full time position that will allow me to fully utilize my business operations, administrative, creative, and marketing skills in a team-oriented, supportive work environment

Skills

Adobe Photoshop, AdWords, Analyzing ROI, Cash Handling, Content Writing, Customer Service, Food Handling, HTML, Inventory Management, Marketing, Microsoft Dynamics CRM, Microsoft Excel, Microsoft Outlook, Microsoft Word, Print Design, Safe Balancing, Shift Management, Type 70 WPM, Web Design, Web Development, Wordpress CMS

Marketing & Sales (11 Years Experience)

- Creation of Marketing Letters and Correspondence
- Direct Marketing Campaigns to Clients
- Design and Development of Advertisements and Direct Mail Campaigns
- Inside/Outside Sales Calls

Supervision and Management (12 Years Experience)

- Completed Management Training and Extensive Leadership Classes
- Trained and Supervised 20 Associates
- Invited to Assist in the Opening of New Stores
- Close Coordination with General and District Management
- Inventory Management
- Analyzing ROI for Marketing and Publicity Campaigns

Graphic Design & Web Development (12 Years Experience)

- Freelance Graphic Designer and Web Developer
- Website Design and Development
- Managing Google AdWords Accounts
- Web Content Management and Keyword Optimization
- Hand Drawn Illustrations and Storyboarding

Education

California State University Fresno, Fresno, CA Bachelor's Degree in Art—Drawing and Painting / Minor in Sociology

Work Experience

Operations Manager	Village Music School	July 2016 - Present
Marketing and Customer Service	Oxygen Plus, Inc	2015 - 2016
Companion Animal Manager	Petco	2013-2015
Marketing Assistant	Glendale Outpatient Surgery Center	2010-2013
Shift Manager	In-N-Out Burger	2003-2010
Clerical Assistant	Concord Public Health	1998-2003