

**AGENDA
TOWN OF EDGEWOOD
SPECIAL MEETING
OF THE GOVERNING BODY
JULY 8, 2019 @ 3:00 P.M.**

TOWN OF EDGEWOOD COUNCIL CHAMBERS – 171A State Rd. 344

(The Town of Edgewood Council is pleased to have residents of the community take time to attend Council Meetings. Attendance and participation is encouraged. Individuals wishing to be heard during Public Hearing proceedings are encouraged to be prepared. Public comments may not be disruptive or harassing, and all persons are expected to maintain respect and decorum. Accordingly, rude, slanderous, or abusive comments and/or boisterous behavior will not be permitted. Written comments are welcomed and should be given to the Clerk-Treasurer prior to the start of the meeting).

CALL TO ORDER.

PLEDGE OF ALLEGIANCE.

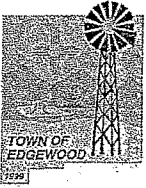
I. APPROVAL OF AGENDA

II. ACTION ITEMS

- A. Discussion, Consideration and Action on the recommendation to hire Ryan Hagerty as the Animal Control Officer for the Town of Edgewood

III. ADJOURN

If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Clerk at the Town Offices located at 171A State Rd. 344, at least five (5) days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the Town Clerk at (505)286-4518, or by e-mail at clerk@edgewood-nm.gov if a summary or other type of accessible format is needed. **The complete council packet may be viewed on the web, visit www.edgewood-nm.gov and click on Agendas and Minutes.**



Town of Edgewood

171 A State Road 344
P.O. Box 3610
Edgewood, NM 87015

Employment Application

Applications will be accepted only for open positions. Resumes are not accepted in lieu of an application, but may be attached for supplemental information. Submit a separate application for each position applied for. Your application will not be considered until it is complete in every respect.

Your application will be kept active for a period of ninety (90) days or until the position is filled, whichever is later.

The Town of Edgewood is an Equal Opportunity Employer and is committed to excellence through diversity. The Town of Edgewood does not discriminate in employment on the basis of race, age, religion, color, national origin, ancestry, sex, physical or mental disability, medical condition, or political affiliation, unless based on a bona fide occupational qualification. No question on this application form is intended to secure information to be used for such discrimination.

This application will be given every consideration, but its receipt by the Town of Edgewood does not imply that the applicant will be employed.

Applicant Information

Full Name: Hagerty Ryan M Date: 6/4/19
Last First M.I.

Address: [REDACTED] Edgewood NM 87015
Street Address City State ZIP Code

Phone: [REDACTED] Other: _____
Cell: _____ Email: [REDACTED]

Social Security #: [REDACTED]

Do you possess a valid Driver's License? YES NO
State: NM Class: D License #: [REDACTED]

Are you over the age of 18? YES NO If no, please provide your date of birth: _____

Date Available: Immediately Desired Salary \$ Negotiable
Position Applied for: Animal Control officer

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Does the Town of Edgewood employ any relative of yours? YES NO
If so, Who? _____

Education

High School: Morrarty High Address: 200 center Ave.

From: 8/04 To: 5/09 Did you graduate? YES NO Diploma: Standard

College: University of New Mexico Address: 1155 University Blvd. SE Albuquerque NM 87106

From: 8/09 To: 12/10 Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: Mary Jane Besante Relationship: Supervisor
Company: The Montessori Elementary School Phone: [REDACTED]
Address: 1730 Montano Rd NW Albuquerque NM 87107

Full Name: Diego Luero Relationship: Co Worker
Company: The Montessori Elementary School Phone: [REDACTED]
Address: 250 Littler Dr. SE Rio Rancho 87124

Full Name: Brandon Sanchez Relationship: Co Worker
Company: New Mexico Gas Phone: [REDACTED]
Address: 15 Nature Pointe Dr. Tijeras NM 87059

Licenses, Special Certificates, or Skills

Please indicate any foreign languages you can speak, read, and/or write.

Speak: N/A Read: N/A Write: N/A

Typing Speed: 40 wpm Shorthand Speed: N/A Do you operate a 10-key adding machine: YES NO
Sight: N/A Touch: N/A

Office Machines: Copy machines, printer network and fax machines
Software Programs: Micro soft office

Heavy Equipment or Other Machinery: N/A
CPR: N/A First Aid: N/A EMT-B: N/A Other: _____

Please Indicate any other information you would like us to consider.

Previous Employment

List below your complete employment record starting with your present or last employer. Include any unemployed or self-employed periods, showing dates and locations. If needed, use a "Supplemental History" Sheet, after filling this page for longer employment history.

Company: The Montessori Elementary School Phone: [REDACTED]
Address: 1730 Montano Rd NW Albuquerque 87107 Supervisor: Mary Jane Besante
Job Title: EA/director of Maintenance Starting Salary: \$ 15,000 Ending Salary: \$ 25,000
Responsibilities: Assist teachers in classroom/Building Maintenance
From: 8/10 To: Current Reason for Leaving: N/A
May we contact your previous supervisor for a reference? YES NO

Company: Pizza Castle Phone: [REDACTED]
Address: 1220 Eubank Blvd NE Albuquerque 87112 Supervisor: Multiple
Job Title: Part time Employee Starting Salary: \$ 9.00 p/hr Ending Salary: \$ 9.00 p/hr
Responsibilities: Food prep, Cashier and customer service
From: 5/10 To: 8/11 Reason for Leaving: Career Advancement
May we contact your previous supervisor for a reference? YES NO

Company: Dion's Pizza Phone: [REDACTED]
Address: 11000 Central Ave SE, Albuquerque 87123 Supervisor: Multiple
Job Title: Part time Employee Starting Salary: \$ 8.00 p/hr Ending Salary: \$ 8.50 p/hr
Responsibilities: Food prep, Cashier, customer service and pizza trainer

From: 10/08 To: 5/10 Reason for Leaving: Competitive pay

May we contact your previous supervisor for a reference? YES NO



Company: N/A Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO



Military Service

Branch: N/A From: _____ To: _____

Military Occupational Specialty: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____



Disclaimer and Signature

Please read and initial each point

- In the event of my employment with the Town of Edgewood, I will comply with all rules and regulations set forth in the Town's Policy manual or other communications distributed to employees. I understand that such employment may be conditional upon such record checks, references, and tests as are appropriate to the specific job for which I am applying. This shall include a drug screen by a physician selected by the Town of Edgewood to which I hereby consent. hm
- I authorize the Town of Edgewood to contact any individuals or organizations the Town deems suitable to make inquiry regarding my personal character, work habits, work performance, credit or my knowledge, ability and skill to perform the duties of the position for which I have applied. hm
- I hereby hold harmless and release the Town of Edgewood, and any persons or organizations contacted by the Town of Edgewood, from all liability of any kind, regarding their assessment of my character, work habits, performance, training, knowledge, skill or ability to perform the duties of the position for which I have applied. hm
- I understand that acceptance of an offer of employment does not create a contractual obligation upon the Town of Edgewood to continue to employ me in the future. hm
- If this application leads to employment, I understand that false, misleading, or omitted information in my application or interview may result in disciplinary action up to and including possible termination of employment. hm

Signature: [Handwritten Signature] Date: 6/4/2019

**Ryan M.
Hagerty**

June 3, 2019

Edgewood Animal Control
[REDACTED]
Edgewood, NM 87015

[REDACTED]
Edgewood, NM 87015

To Whom It May Concern:

Please find attached my resume in response to the advertisement for the position of Animal Control Officer for the Town of Edgewood.

As a lifelong resident of the east mountains, I have always wanted to work in and serve the community in which I reside. This position would be challenging but also provides an exceptional opportunity to better the lives of both humans and animals. Working in the public school system for nine years has given me the ability to be flexible but efficient in the work I complete. I have developed communication skills that are clear, concise, empathetic, and productive. Working with parents, teachers, administration and contractors in varied stressful situations has provided me with valuable people skills. I believe these skills would be an asset to the position of Animal Control Officer. My maintenance and technical skills could also be of use in any circumstance that may arise within the scope of the position. I am technology proficient and learn new software and programs quickly.

I have enjoyed many diverse experiences and opportunities to work with different types of animals and this has made me comfortable and aware of animal behavior. I have hands on experience with the care of horses, goats, dogs, cats, birds, and other small and large mammals. As an avid outdoorsman, I am familiar with New Mexico wildlife.

I am a team player and work well with others. I believe that I would be an asset to my community and the Town of Edgewood Animal Control. I look forward to hearing from you to schedule an interview. I am can be reached at [REDACTED]
[REDACTED]

Thank you in advance for your consideration of my application.

Sincerely,



Ryan M. Hagerty

Attachment

Ryan M. Hagerty

[REDACTED]
Edgewood, NM 87015
[REDACTED]
[REDACTED]

Objective

To begin a successful career in animal control while cultivating relationships with the local community and ensuring prompt, effective, and personal service.

Experience

Elementary School Educational Assistant – Kindergarten – 8th Grade

August 2010 - May 2017

The Montessori Elementary and Middle School
1730 Montañó Rd NW Albuquerque, NM 87107

Worked alongside teachers and administration daily to ensure quality education for students, kindergarten through eighth grade. Daily duties included cleaning the classroom, assisting and leading lessons with students, communicating clearly with parents and guardians, and using all school technology fluently to enhance lessons and input student data.

Director of Maintenance – Main and Satellite Campuses

May 2017 - Current

The Montessori Elementary and Middle School
1730 Montañó Rd NW, Albuquerque, NM 87107

Daily duties include all aspects of grounds keeping and building maintenance for the main school campus as well as satellite campus. Perform basic electrical, plumbing, carpentry, construction and landscaping repairs as needed. Communicate, schedule and meet with contractors for major repairs. Coordinate HVAC maintenance schedule and ensure seasonal maintenance is completed. Oversee the performance of nightly cleaning crew, respond in a timely manner to emergency service requests, and collaborate with parents, guardians, and school staff to meet the needs of both campuses.

Education

Moriarty High School

August 2004 - May 2009

200 Center Ave.
Moriarty, NM 87035

References

Mary Jane Besante: [REDACTED]

Diego Lucero: [REDACTED]

Brandon Sanchez: [REDACTED]