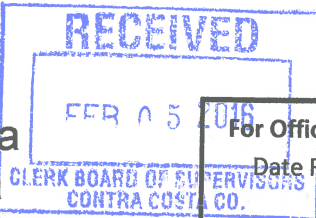




Contra
Costa
County



For Office Use Only

Date Received:

For Reviewers Use Only:

Accepted

Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292

PLEASE TYPE OR PRINT IN INK

(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

C.C.C. IPM COMMITTEE

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

C.C. INTEGRATED PEST MGMT ADVISORY

PRINT EXACT SEAT NAME (if applicable)

1. Name: SINCLAIRE (Last Name) JUSTIN (First Name) BYRON (Middle Name)

2. Address: [REDACTED] (No.) [REDACTED] (Street) [REDACTED] (Apt.) CLAYTON, CA (City) (State) 94517 (Zip Code)

3. Phones: [REDACTED] (Home No.) [REDACTED] (Work No.) [REDACTED] (Cell No.)

4. Email Address: [REDACTED]

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma ☐ G.E.D. Certificate ☐ California High School Proficiency Certificate ☐

Give Highest Grade or Educational Level Achieved B.S. MARKETING

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) <u>DIABLO VALLEY COLLEGE</u>	<u>GENERAL ED</u>	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	<u>60</u>			
B) <u>UNIVERSITY OF MARY</u>	<u>BUSINESS MARKETING</u>	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	<u>68</u>		<u>B.S.</u>	<u>6/2015</u>
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> <u>6/95</u> - <u>8/96</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u> <u>1</u> - <u>2</u></p> <p>Hrs. per week <u>50</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>SERVICE TECHNICIAN</u></p> <p>Employer's Name and Address <u>DENEY PEST CONTROL</u> <u>ROSEVILLE, CA</u></p>	<p>Duties Performed <u>PERFORMED PEST</u> <u>CONTROL SERVICES</u> <u>TO RESIDENTIAL</u> <u>& COMMERCIAL</u> <u>PROPERTIES</u></p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <u>8/96</u> - <u>PRESENT</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u> <u>19</u> - <u>6</u></p> <p>Hrs. per week <u>50-60</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>DISTRICT MANAGER</u></p> <p>Employer's Name and Address <u>ECOLAB</u> <u>400 PLAZA DR. STEIN</u> <u>FOUSOM, CA 95630</u></p>	<p>Duties Performed <u>PERFORMED PEST CONTROL</u> <u>SERVICES TO COMMERCIAL</u> <u>CUSTOMERS FOR 8 YEARS -</u> <u>LAST 11 YEARS IN AN</u> <u>OPERATIONS MGMT ROLE.</u> <u>TRAINING, TRAINING, SALES, MGMT.</u></p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week ____ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Employer's Name and Address</p>	<p>Duties Performed</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week ____ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Employer's Name and Address</p>	<p>Duties Performed</p>

7. How did you learn about this vacancy?

☐ CCC Homepage Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☐ Other FRIENDS OF SPJSE

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No X Yes _____

If Yes, please identify the nature of the relationship: _____

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No X Yes _____

If Yes, please identify the nature of the relationship: _____

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 publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: _____

Date: 1/28/2016

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of 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.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

JUSTIN B SINCLAIRE

• Clayton, CA 94517 •

High performing Operations Manager with a distinguished 20 year record in B2B sales and Operational Management experience.

QUALIFICATIONS

- Customer centric focused on cultivating relationships to better understand customer needs and expectations.
- Track record of building strong relationships at multiple levels. Demonstrated ability to work and support team environments. Agile value driven coach with a proven track record of success in building and leading high performing teams with a hands-on style of leadership. Promotes synergy, setting ambitious goals and working closely with employees to exceed business objectives.
- Ability to communicate and support company vision and mission. Strong communication skills both oral and written.
- Critical thinker and creative problem solver with an ability to think objectively and interpret meaningful themes from quantitative and qualitative data.
- Solid business acumen with ability to evaluate financial and business indicators. Excellent strategic planning ability to deliver short term results while maintaining long term strategy.
- Effective in a variety of presentation settings including one-on-one, small or large groups, as well as with peers and senior management.
- Solid track record of setting vision and aligning objectives with inspirational appeals and rational persuasion to motivate talent to excel beyond perceived capabilities.
- Demonstrated time management and organizational skills with the ability to manage details of multiple projects simultaneously.
- Adept at influential change management built upon open and honest communication.
- Strives to be the leader that others would want to follow.

EXPERIENCE

DISTRICT MANAGER

Ecolab Inc. Pest Elimination Division

May 2006 - Present
St. Paul, MN

- Responsible for managing over 1900 customer accounts exceeding \$4.8M in annual contract revenue with demonstrated ability to maximize growth objectives while minimizing business expenses. Consistently met and exceeded gross profit and operating income targets year over year.
- Attracted, developed, and led high performing teams of talent that execute pest elimination services in Hospitality, Healthcare, Restaurants and Food & Beverage facilities.
- Maintained a commitment to continuous development in market trends and fluctuations in food production standards to ensure compliance with regulatory agencies and third party auditors.
- Promoted an environment that fosters teamwork, camaraderie, and brotherhood focused on embracing the Ecolab culture through personal actions and behaviors.
- Executed strong leadership ability holding 22 direct reports accountable to high standards of excellence in customer service, route efficiency, business profitability, and solid execution of divisional protocols.
- Established solid working relationships in collaboration with sales and cross-divisional counterparts to maximize customer satisfaction and value delivery.
- Successfully developed and trained new employees to become efficient Service Specialist professionals, Associate District Managers, and Food & Beverage Specialists.
- Two year panel member on Ecolab's Field Advisory Board which provides strategic input that impacts field level execution on a national scale.
- Three time District of Excellence in Leadership award winner – 2008, 2011, & 2012.

EXPERIENCE

SERVICE SPECIALIST

Ecolab Inc. Pest Elimination Division

August 1996 – 2006

St. Paul, MN

- Delivered exceptional value and service delivery to customers in the greater San Francisco bay area market.
- Consistently grew route to exceed growth objectives nine out of ten years.
- Developed into Regional Termite Specialist performing termite inspections, sales, and treatments from 2003 to 2006.
- Three time Circle of Excellence award winner.
- Service Specialist of the Year Runner up 2005.
- Achieved Branch III State Certification.

SERVICE TECHNICIAN

Dewey Pest Control

June 1995 – August 1996

Roseville, CA

- Delivered pest control services to residential and commercial customers in the Northern Sacramento market.
- Consistently grew route sales month after month.
- Achieved Branch II State certification.

EDUCATION

UNIVERSITY of MARY

BS Marketing

January 2012 – 2015

Bismarck, ND

DIABLO VALLEY COLLEGE

General Education

August 2008 – December 2011

Pleasant Hill, CA

CERTIFICATIONS

CALIFORNIA PCO BRANCH 2 & 3 OPERATORS LICENSE #OPR 12142
DPR QAL CATEGORIES A&B

SKILLS

PROFICIENCY IN MICROSOFT OUTLOOK, WORD, EXCEL, PUBLISHER & POWER POINT

PROFICIENCY IN UNDERSTANDING OF THE GLOBAL FOOD SAFETY INITIATIVE (GFSI)
AND THIRD PARTY AUDITORS SUCH AS BRC, SQF, SILIKER, AND AIB

MEMBER ORGANIZATIONS

TOASTMASTERS INTERNATIONAL – WORD WEAVERS OF CONCORD, CA