

Application Form

Profile

Robert _____ Camacho _____
 First Name Middle Initial Last Name

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

_____ Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 4

Riverbed Technologies, Inc. Sales _____
 Employer Job Title

Length of Employment

15 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?

21 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Aviation Advisory Committee: Submitted

Seat Name

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

San Mateo College

Degree Type / Course of Study / Major

AA / Political Science

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.

I always had an interest in aviation and I like to be more involved in in my community and learn more about Contra Costa County Buchanan Field or Byron Airports.

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

I have advise the White House office of Engagement on LGBTQIA and Latino issues. Helped elect Candidates to local, state and National offices for over 30 years. Volunteer with Special Olympics Northern California

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.

The White House office of Engagement - Advisor - January 2021 to Present Special Olympics Norther California - Volunteer - September 2008 to January 2020 Gay for Good - Volunteer and help San Francisco Communities - August 2015 to September 2019 Democratic National Committee - Finance, Fundraising, Canvassing, Phone banking. June 1992 to Present (Worked on many campaigns local, state, national and Presidential campaigns.

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 undersand 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.

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SKILLS:

- PC, Microsoft Office 2003(STD) and 2007(Pro), Windows XP, Excel, Word, PowerPoint, Outlook, Internet, Salesforce CRM, Oracle applications, Powerstrip, HOT DOCS Legal Software, Legal Solutions software, time slips and time matters, Peoplesoft, GamesManagementSystem, GAAP and financial reporting applications, 10 key by touch, type 65 wpm.
- Fluent in Spanish (read, written and spoken).

PROFESSIONAL EXPERIENCE

Riverbed Technologies, Inc. – San Francisco, California (Contract Position) September 2008 to Present
Order Management Coordinator / Sales Support Specialist – Sales Operations Department

- Understand internal customers' expectations and requirements, answer internal/external customer questions on order requirements
- Provide administrative support to Regional Managers 11 (US-West), 4 (Latin America), 8 Inside Sales Reps.
- Generate sales quotes, provide budgetary quotes for big projects for focused accounts
- Coordinate submission of non-standard discount requests, Configuration specialists
- Enter and/or review orders in Riverbed's online order portal, process approximately 25% of all orders that come to Riverbed to be processed on the internal online order portal (PowerStrip). Review orders meet order documentation requirements. Weekly forecast calls with focused accounts. Facilitate RMA submissions, facilitate Asset Transfers. Conduct Partner and Sales Training on Quoting and PowerStrip Entry. Conduct ad-hoc systems and process training, Eval Inventory Management, Create SFDC Opportunities
- Generate bookings/shipments/backlog reports for focused accounts, and ad-hoc reports
- Complete tasks and projects as assigned during quarterly peak periods

Sales Support Specialist Task List

- ✓ Generate sales quotes, which may include budgetary quotes for big projects
- ✓ Coordinate submission of non-standard discount requests
- ✓ Configuration specialists
- ✓ Enter and/or review orders in Riverbed's online order portal
- ✓ Facilitate RMA submissions
- ✓ Facilitate Asset Transfers
- ✓ Conduct Partner and Sales Training on Quoting and Powerstrip Entry. Conduct ad-hoc systems and process training
- ✓ Create SFDC Opportunities
- ✓ Generate bookings/shipments/backlog reports for focused accounts, and ad-hoc reports
-

Special Olympics Northern California – Pleasant Hill, California
2008

May 2005 to September

Executive Assistant

- Responsible for supporting Regional Sports Director and East Bay Sports Manager and with managing the sports training program, competition program, and overall athlete and volunteer programs.
- Provide support to Vice President of Sports, Director of Schools and Youth Services and Volunteer Services Manager.
- Responsible for managing department budget, set up training facilities, contracts and insurance
- Create and maintain database system (GMS) including medical forms and hard copy files of 14,000 members

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- Assist in preparation of presentations and assist with correspondence, memos, charts, tables, graphs, plans, etc. Also responsible for generating reports
- Scheduled volunteer orientations, recruit, train, organize, manage and supervise volunteers
- Assist with organizing the local competitions for trained athletes or coordinate participation in qualifying competitions, maintain East Bay training and Sports Calendar
- Prepare paperwork for athlete and coach participation in Special Olympics Northern California and Regional events

Kinetic Search, Inc. – Oakland, California

November 2004 to May 2005

Operations Manager/ Human Resources Assistant

- Supported CEO/President and Director of Recruiting. Updated and maintained candidate and resume database
- Assisted project managers and recruiters with research, creating target lists from the candidate database, conducting resume searches via database and industry websites
- Kept track of billable hours, including contractor and project managers hours, in order to maintain accounts payable and receivable with our bookkeeper
- Played a central role in keeping the business operations/activities organized, on track and moving forward

John F. Kennedy University – Pleasant Hill, California

March 2003 to November 2004

Human Resources Assistant and Benefits Administrator

- Supported HR Director and Assistant Director
- Benefit administration (medical, dental, 401K, life, long term care insurance benefits and COBRA)
- New hire-orientation, open enrollment, exit interviews. Handled all aspects of the background process for all candidates, Created and maintained staff and faculty records/files. Reported claims to EDD
- Maintained claims and files to Workers' Compensation carrier. Assisted with recruitment of temporary employees, scheduled interviews/travel arrangements for candidates.
- Faculty hiring/appointments

Office of U.S. Senator Dianne Feinstein – San Francisco, California

January 2003 to March 2003

Staff Assistant/ Intern

- Analyzed, compared, and summarized state laws and legislation
- Worked extensively on immigration and civil rights issues
- Case work involving legal, state, and local referrals

Contract Positions

November 2001 to December 2002

Associated Third Party Administrators, The Hall Group, Adecco Staffing

- Responsibilities included retirement benefit computation and verification, interpreted the plan's rules, telephone and written communications, file set up and processing, filing, record storage updates. Prepared legal joinders, subpoenas and qualified domestic relations orders, stop payments, print checks and provided the highest-level of customer service.
- Responsibilities included various assignments surrounding the role of legal Assistant, Administrative Assistant, Receptionist, Human Resources Assistant and Customer Service.

Creighton Law Offices - San Mateo, California

January 2001 to November 2001

Legal Secretary / Administrative Assistant

- Responsibilities included preparing and drafting legal documents such as estate planning, trust administration, probate and legal issues, recorded/filed documents with the Court while paying high attention to detail. Responsibilities also included indexing documents, calendaring, legal research, scheduling appointments, travel arrangements, receptionist, processed mail, organize/prioritize and manage cases/client contacts.

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City of Belmont - Belmont, California
2000

August 2000 to December

Human Resources Technician I

- Responsibilities included administrative support to the HR Director. Assisted employees with inquiries and benefit plan changes. Recruitment process, set up interviews, orientations, reference checks, post open positions in newspapers/internet, and updated website. Public contact, daily mail/email, spreadsheets, research, filing, updated employee files and HR database.

The California Society of CPA's - Redwood Shores, California
2000

August 1998 to July

Customer Service Support

- Responsibilities included sales of annual memberships, site licensing, manuals, registration processing, contact for continuing professional education course and general/legal inquiries, processed refunds and transfers, troubleshooting of online registration, change/updated database. Provided highest-level of customer service and support either in person, by phone, e-mail or mail. Maintained client contact to deliver new and upcoming courses.

EDUCATION:

Robert [REDACTED] Camacho
[REDACTED]
[REDACTED]
[REDACTED]
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*College of San Mateo - San Mateo, California –
A.A - Political Science*

August 1989 – May 1994