



A Tradition of Stewardship
A Commitment to Service

County Executive Office
1195 Third Street, Room 310 Napa, CA 94559-3082
(707) 253-4421 FAX (707) 253-4176
APPLICATION FOR APPOINTMENT TO
BOARD, COMMISSION, COMMITTEE OR TASK FORCE

RECEIVED

APR 14 2017

NAPA COUNTY eAFA
EXECUTIVE OFFICE

PLEASE TYPE OR PRINT (Complete pages 1 through 3)

NOTE: Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.

PLEASE NOTE THAT APPOINTEES MAY BE REQUIRED BY STATE LAW AND COUNTY CONFLICT OF INTEREST CODE TO FILE FINANCIAL DISCLOSURE STATEMENTS.

For information about Form 700 Conflict of Interest Code click on this link [Committee List of Form 700 Filers](#)

*Application for Appointment to: (Name of Board, Commission, Committee or Task Force)

Napa County Wildlife Conservation Commission

*Category of membership for which you are applying:

(This information can be found on the news release announcing the opening.
You may apply for more than one category if more than one position is open.)

Public at Large

*Supervisorial District in which you reside:

~~Bill Dodd~~ 4

*Full Name:

Joseph Higgins

*Date:

4/14/2017

*Current Occupation: (within the last twelve (12) months)

Pricing & Sales at JF Hillebrand

*Current License: (Professional or Occupational, date of issue and/or expiration including status)

n/a

*Education/Experience: (A resume may be attached containing this and any other information that would be helpful to the Board in evaluating your application.)

BA in Writing at University of Rhode Island

*Community Participation: (Nature of activity and community location)

I have helped as a field marshal at the Run with Rotary 5K with the Montgomery, NJ chapter.

*Other County Board/Commission/Committee on which you serve/have served:

*Application for Appointment to: (Name of Board, Commission, Committee or Task Force)

Napa County Wildlife Conservation Commission

Names, addresses and phone number of three (3) individuals familiar with your background:

*Name:

Kip Higgins

*Address:

[REDACTED]

*City:

Hillsborough

*State:

NJ

*Zip Code:

08844

*Telephone:

[REDACTED]

*Name:

Steve Turso

*Address:

[REDACTED]

*City:

Woodbridge

*State:

NJ

*Zip Code:

07095

*Telephone:

[REDACTED]

*Name:

Jay Wichert

*Address:

[REDACTED]

*City:

Kingston

*State:

RI

*Zip Code:

02881

*Telephone:

[REDACTED]

Name and occupation of spouse within the last 12 months, if married (For Conflict of Interest purposes):

n/a

*Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute:

I am eager to get involved in the Napa community after just moving here a week ago. I am an avid supporting of wildlife conservation and feel I have a balanced mindset seeking accomplishment with wildlife preservation while being feasible at well.

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Napa County Wildlife Conservation Commission

APPLICANTS APPOINTED BY THE BOARD OF SUPERVISORS WILL BE REQUIRED TO TAKE AN OATH OF OFFICE.

All applications will be kept on file for one year from the date of application.

PERSONAL INFORMATION

The following information is provided in confidence, but may be used by the Board of Supervisors when making the appointment, or be used by the Committee/Commission/Board/Task Force following appointment for purposes of communicating with the appointee.

*Full Name:

Joseph Higgins

*email Address:

[REDACTED]

*Home Address:

[REDACTED]

*Work Address:

[REDACTED]

*City:

Napa

*State:

CA

*Zip Code:

94558

*City:

Napa

*State:

CA

*Zip Code:

94558

*Telephone:

[REDACTED]

*Telephone:


[REDACTED]

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Joseph Higgins



Objective

To secure a position working in a logistics or supply-chain based role. My ingenuity and quick learning make me a viable asset in any industry setting.

Work Experience

JF Hillebrand Inc., Rahway, NJ March 2015-Present

Dispatch Lead

- Dispatch for freight forwarding company
- Handle roughly 10,000 import containers a year throughout US ports (FCL shipping)
- Access to vendor pool for available trucking options
- Decision making is factored by customer service provided and cost effectiveness
- Daily collaboration with pricing & procurement, logistics coordinators and sales department
- In charge of Shipper's Owned Containers program ; daily collaboration with overseas offices
- Meet with vendors on a semi-annually/semi-monthly basis to discuss business opportunities
- In charge of payable invoice approval

Logistics Coordinator

- Responsible for various customer accounts for deconsolidation department (LCL shipping)
- Interaction with overseas offices in Italy, France, Portugal and Spain on a daily basis
- Order entry and billing among daily duties
- Assist in container building with orders for multiple customers

Fast Track Logistics, Woodbridge, NJ Summer 2012, June 2013-March 2015

Summer Help, Customer Service, Data Entry, Operations Support

- Provide customer service through telephone and email
- Order entry for domestic shipping (LTL freight)
- Played role as account executive for over 100 customers
- Coordination of pickups at military bases and government facilities
- Claims processing
- Pricing lead for LTL shipments, flatbed shipments and TL shipments

Shop Rite, Hillsborough, NJ 2007-2012

Grocery Clerk

- Stock products in store
- Check inventory and movement of products by use of a RF Scanner
- Train and mentor new employees
- Provide customer service on floor
- Organize shelves, set up displays, rotate stock and monitor inventory
- Act as team lead in absence of supervisors
- Maintain an organized stock room

Non-Foods Manager

- Perform all duties of a grocery/non-foods clerk
- Order product on a daily basis
- Transfer product between zone stores
- Collaborate with district managers and corporation owners
- Responsible for five other employees; manage them on daily activities
- Basic office work experience; fill out paperwork and check e-mails

Education

University of Rhode Island, Kingston, RI Graduated: May 2013

Bachelor of Arts: Writing and Rhetoric

Computer, Language & Other Skills

- Expert in Microsoft Office Applications
- Proficient in Adobe Applications
- Excellent writing and grammar skills
- Basic understanding of HTML and CSS coding
- Able to adapt and learn most BPCS systems
- Basic understanding of oral and written Italian
- Extreme attention to detail
- Highly organized
- Ability to work on feet & lift heavy objects for extended hour of time
- Forklift and electronic pallet jack trained