DATE: January 17, 2007

TO: City Clerk

FROM: Representative Susie Byrd

ADDRESS 2 Civic Center Plaza, 10th Floor TELEPHONE 915-541-4996

Please place the following item on the (Check one): CONSENT XXX REGULAR _____

Agenda for the Council Meeting of January 23, 2007

Item should read as follows: Appointment of Julie Mo to the Brownfields Redevelopment Board

SPECIAL INSTRUCTIONS: _____

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Brownfields Redevelopment Board

NOMINATED BY: Representative Susie Byrd DISTRICT: #2

NAME OF APPOINTEE Julie Mo
(Please verify correct spelling of name)

BUSINESS ADDRESS: 201 E. Main Street, #603

CITY: El Paso ST: TX ZIP: 79901 PHONE: 915-351-1680

HOME ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ PHONE: _____

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

Phyllis Caves Rawley

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: ____
RESIGNED XX
REMOVED ____

OTHER (SPECIFY): _____

EXPIRATION DATE OF INCUMBENT: 12/28/07

EXPIRATION DATE OF NEW APPOINTEE: 12/28/07

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: ____

2nd TERM ____

UNEXPIRED TERM: XX

Julie Mo

Education

MBA
University of Akron Akron, OH 8/2001-5/2003
--Concentration in International Business

BA Degree
Wuhan University Wuhan, China 9/1989-6/1993
--Majored in English and American Literature
--Wuhan is one of the Top Ten Universities in China

Work Experience

Business Development Specialist
El Paso Empowerment Zone Corporation 05/2006-Present
--Initiated and participated in the project of attracting business from China to relocate to the Empowerment Zone area. Tasks include: acquiring and developing property, working with city officials to promote the city, designing and translating brochures and promotional materials, going to conferences, coordinating with Chinese delegations, organizing business trips to and from China, working closely with Chinese officials to develop potential relationships, etc.
--Assist Executive Director in developing key relationships with Public and Private sectors and non profits to aid in implementing EZ goals.
--Assist Executive Director in committee and board review for implementing the Urban Land bank program, which includes: locating possible sites for Land Bank acquisition and presenting such sites to the Board and relevant sub-committees; developing and implementing policies and procedures related to the Urban Land Bank and to acquisition and/or development of appropriate sites; researching, reviewing and evaluating possible land bank acquisitions and ensuring that Land Bank programs are being implemented in accordance to contractual obligations and HUD regulations;

Court Interpreter and Translator
El Paso, TX and nationwide 02/2005-05/2006
--Certified by Lionbridge Technologies, Inc. for interpretation between Mandarin and English for US Immigration Courts nationwide.
--Interpreting consecutively or simultaneously for hearings, depositions, and so on.

Chinese Instructor (Contract)
El Paso, TX 10/2004-Present
--Teaching Chinese to entry level non-Chinese language learners. Students have included RCA executives and FBI agents.

Recruitment in Asia for IE-MBA Program
University of Akron Akron, OH 8/2001-8/2003
--Recruited students from China, Taiwan and other Asian countries for the University's one-year International Executive MBA program.
--Successfully recruited 12 students for the first year of the program. Generated 480,000 USD revenue for UA business school.
--Coordinated IE-MBA students' schedules and travel when in Akron, including helping them find housing, arranging field trips for their courses.
--Developed and implemented recruiting systems, procedures, and student database.

Sales Coordinator
Salsa Digital Printing LTD
San Antonio, TX 3/2000-6/2001
--Acted as principle contact person for Chinese clients. Responsible for after sales customer service.
--Helped organize trade shows in China; liaison with sales representatives in China.

Chinese Instructor and Interpreter
Bilbao, Spain 5/1997-5/1999
--Worked as Chinese language tutor and interpreter.

Interpreter and Project Coordinator
China Metallurgical Group, International Economic and Trade Company
Wuhan, China 6/1993-5/1997
--Participated in several big projects for WISCO including: (1) Importing a wire material manufacturing line from GE, US; (2) Building the No.3 Steel Plant; (3) Buying heat detectors for casting machines from Finland.
--Worked as interpreter for public bidding, reviewing bidders, preparing contracts for above projects, and contract negotiations.

Others Qualifications

- Computer skills in Windows, MS Word, PowerPoint, Excel, Access and other software.
- Language skills: fluent in Chinese, English and Spanish. Good knowledge of Cantonese.
- "What's in a Name: Transferring Brands to China" (Mo, Julie, McNicol, Jason P., and Brouthers, Lance Eliot), in Andrew R.Thomas & Timonthy J. Wilkinson, **New World Marketing** 3 of a 4 volume set of Marketing in the 21st century. ed. Bruce Keillor (Greenwood; London, 2008)
- Certified interpreter for US Immigration courts.
- Sigma Iota Epsilon honor society.

BOARDS AND COMMISSIONS
CITY OF EL PASO

Name: Julie Mo District: #2

Home Address:

Home Phone:

Business Address: 201 E Main Suite 603, El Paso 79901

Business Phone: 351-1680

Length of Residency in the City of El Paso 4 years Birth Date:

Educational Background: MBA from University of Akron (OH)

Employment Background: Currently work as Business Development Specialist at El Paso Empowerment Zone

Volunteerism, Organizations, Community Service, Special Qualifications:

Montagu Institute.
International Business Committee of the city.

References (Names & Phone Numbers):

Susie Byrd
Sergio Guerrero

Commissions and Boards in which you are particularly interested:

Brownfield Redevelopment Board

Signature: Date: 1/11/2007

Applications may be submitted to Representative Susie Byrd City Hall Two Civic Center Plaza, El Paso, Texas 79901. Telephone Number: 541-4996 or fax 541-4348.