

DATE: June 16, 2009

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 June 23, 2009

Item should read as follows: Appointment of Eva Hinojosa to the Complete Count Committee by Representative Susie Byrd, District 2.

SPECIAL INSTRUCTIONS: _____

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Complete Count Committee

NOMINATED BY: Representative Susie Byrd DISTRICT: 2

NAME OF APPOINTEE Eva Hinojosa
(Please verify correct spelling of name)

BUSINESS ADDRESS: 1101 E. Yandell

CITY: El Paso ST: TX ZIP: 79903 PHONE: 915-222-6265

HOME ADDRESS: _____

CITY: El Paso ST: TX ZIP: 79901 PHONE: _____

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

NAME OF INCUMBENT: NEW COMMITTEE

EXPIRATION DATE OF INCUMBENT: _____

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

DATE OF APPOINTMENT: 06/23/2009

EXPIRATION DATE OF NEW APPOINTEE: Committee shall cease its function on 12/31/2010

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: _____
2nd TERM: _____
UNEXPIRED TERM: _____

Eva Hinojosa

OBJECTIVES: To obtain a position where my experience in the community can benefit and help the improvement of community and its members.

SKILLS: I have experience working with the Central Area Communities as BNHR Sub-coordinator.

I am involved in promoting Immigration Policies.

I am Vice-President of BNHR Board Meeting

I am a qualified materials analyst, expeditor and buyer.

I am Bi-lingual Spanish and English.

I am familiar with MRP systems. I also have very good understanding of QAD.

I am familiar Microsoft: Word, Excel and PowerPoint.

And course in Psychology and Integral Development.

EDUCATIONAL BACKGROUND: Associate Degree in Medical Bilingual Secretary in Ciudad Juarez University.

WORK EXPERIENCE: Lear Corporation as a Material

January 96 Analyst, Buyer and Expeditor.

Until 2001 My current responsibilities include:

Analysis, control and purchasing of 33% of our 2.5 million dollars in inventory.

I created Purchase Orders according customer requirements, from 13 suppliers with 500 part numbers in total, to build 103 harness

I am very knowledgeable in MRP Systems, Kan-ban and Kaizen.

File systems management and control.

Direct contact with over thirty different suppliers in the U.S.A., Mexico and Japan.

VOLUNTEERISM: As Central Area Sub-Coordinator in Border Network for Human Rights Working directly the community.

HOBBIES AND INTEREST: Enjoy reading self-improvement and novels books. Appreciate real cinema, travel and practice aerobics.

PERSONAL ATTRIBUTES: Accustomed to accepting responsibility, delegating authority and working with people at all levels, developed cooperativeness given the nature or the activities performed, fluent in Spanish.

REFERENCES: Fernando Garcia Executive Director Border Network for
Human Rights

 Betty Camargo Political Coordinator Border Network
for Human Rights