

DATE: October 20, 2009

TO: City Clerk

FROM: Representative Carl Robinson

ADDRESS 2 Civic Center Plaza 10th Floor, El Paso, TX TELEPHONE 915-541-4400

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

Agenda for the Council Meeting of October 27, 2009

Item should read as follows: Appointment of Gracie Cain to the Building and Standards Commission as requested by Representative Carl Robinson (District 4)

SPECIAL INSTRUCTIONS: To Serve as an alternate member

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Building and Standards Commission

NOMINATED BY: Representative Carl Robinson DISTRICT: 4

NAME OF APPOINTEE Gracie Cain
(Please verify correct spelling of name)

BUSINESS ADDRESS: _____

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

HOME ADDRESS: _____

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

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

NAME OF INCUMBENT: James Ratcliff
07-10-2009

EXPIRATION DATE OF INCUMBENT: _____

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

DATE OF APPOINTMENT: 10-27-2009

EXPIRATION DATE OF NEW APPOINTEE: 10-27-2011

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

2nd TERM: _____

UNEXPIRED TERM: _____

GRACIE CAIN

BUSINESS PROFESSIONAL WITH A REPUTATION FOR CUSTOMER ATTAINMENT

Highly motivated and skilled Business Professional and Member Professional with dynamic organization, that welcomes initiative, dedication and demands, excellence in consistently meeting business objectives and exceeding standards. Exceptional ability to work under high pressure, solid management acumen, and a proven ability to build client base and association membership levels.

AREAS OF EXPERTISE

Business Development	Solution Sales Coaching	Trade shows/Presentations
Strategic Planning/Forecasting	Profit Maximization	Motivational Speaker

BUSINESS DEVELOPMENT PROFICIENCY

Proven Methodology

- Drive business growth through aggressive sales initiatives that result in increased revenue growth.
- Effectively develop and implement intricate development strategies and conceptual thinking.
- Establish large volume, high profit accounts with retention levels and client loyalty.
- Effectively convey intricate marketing and sales presentation.
- Ensure customer service and satisfaction which affords highest attention and priority.

CAREER PATH

President/Founder
Grace Advertising

March 2008-Present

- Contracted by Clientele to enhance business advertising and marketing by TV and Radio commercials, Websites, Billboards, Business Consulting for entrepreneurs and open a business from A to Z.

Realtor

August 2007-Present

Century 21 Haggerty

- Licensed Real Estate agent that can help determine how much you can afford in a home, can show homes that best suited the needs--size, style, features, location, accessibility to schools, transportation, shopping and other personal preferences. And can determine how much you can sell you home for.

Traffic/Marketing/Producer

Canal 44

March 2004-February 2008

- Managed the air time according to time scheduling. Coordinated promotions and events for the station. Produced commercials for clients.

PREVIOUS POSITIONS

Remix TV

University of Texas at El Paso Business Department

MEMBERSHIPS ASSOCIATION

YMCA – Youth in Government

Latinitas – Online magazine

Drawing Smiles – Help kids in need with clothing, food, and shelter.

EDUCATION

El Paso Community College

August 2007-Pending

Academy of Real Estate

April 2007-August 2007 License

University of Texas at El Paso

August 2003-June 2004

TECHNOLOGY

Microsoft Windows

Quick Books

Adobe Premiere Elements

M S Word/ Excel

Windows XP

Sony Vegas Movie Studio Platinum

Exceptional References and sales performance report upon request.