

Marlin Ramon Daniels



November 25, 2025

Dr. Angie Gardner  
Mayor  
Town of Eatonville  
307 E. Kennedy Blvd,  
Eatonville, Florida, 32751

Dear Mayor Gardner,

I am writing to express my interest in the Chief Administrative Officer (CAO) position with the Town of Eatonville. With over 20 years of experience in financial management, strategic planning, and human resources, I am confident in my ability to contribute effectively to your executive leadership team. My diverse background in both the nonprofit and corporate sectors, combined with my military experience, has equipped me with the skills necessary to excel in this role.

In my recent position as Director of Operations for the Florida Rights Restoration Coalition, I successfully managed daily operations and developed operational budgets while ensuring compliance with various regulations. My leadership in overseeing multiple departments, including Finance, Grants, and Human Resources, has honed my ability to implement personnel policies and foster an environment of continuous improvement and employee engagement. I have a proven track record of enhancing organizational efficiency, demonstrated by my role in transitioning the organization from a fiscal sponsor to a standalone entity.

As the Chief Development Officer at The Experience Christian Center, I was responsible for developing and enforcing accounting policies and internal controls in compliance with GAAP. My experience in financial reporting, cash flow management, and partnership development initiatives has equipped me with a strong understanding of the complexities involved in municipal operations. I successfully increased corporate partnerships by 27%, which diversified revenue streams and enhanced the organization's overall financial health.

My military background as a Military Police/Paralegal Non-Commissioned Officer has

instilled in me a strong sense of discipline and commitment to service, alongside the ability to lead teams effectively under pressure. I have developed and implemented training programs that increased productivity and ensured compliance with regulations, which aligns closely with the compliance and safety responsibilities outlined in the CAO position.

I hold a Master's Degree in Business Administration and have completed a Graduate Project Management Certification, which further supports my strategic decision-making capabilities. My strong leadership and communication skills, makes me an ideal candidate for the Chief Administrative Officer role.

I am excited about the opportunity to work with the Town of Eatonville and contribute to its mission through effective personnel management and organizational planning. I look forward to the possibility of discussing how my experience and vision align with the goals of the Town. Thank you for considering my application.

Sincerely,

Marlin R. Daniels