

Ronald Williams

Lake City, FL

Master's in Social Work

Bachelor's in Social Work

Experience not relevant to position.

Does not meet the minimum Senior Level Management Experience

Ronald W. Williams II

ronwms2@gmail.com • (386) 365-5933

Lake City, FL 32055

February 1, 2024

Dear Hiring Manager,

I am writing to express my sincere interest in the City Manager position at City of Lake City, as advertised. As a passionate individual for city and community service, I am eager to contribute my skills and enthusiasm to the dynamic role of City Manager.

Throughout my previous roles and internships, I have gained comprehensive transferable skills notably, people management and administration of municipal management. I am equipped with knowledge in policy development, budgeting, and infrastructure management, which I am eager to apply in a real-world setting. Additionally, I have honed my analytical and problem-solving skills, preparing me to address the multifaceted challenges that come with city management.

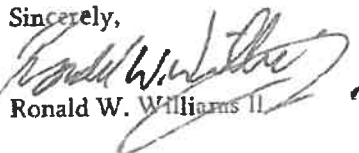
My commitment to fostering community development is underscored by my involvement in social work, business creation, governmental service, community relevant projects, and extracurricular activities. These experiences have sharpened my ability to collaborate with diverse stakeholders, engage with the public, and implement initiatives that enhance the quality of life for residents.

What excites me most about the opportunity at City of Lake City is the chance to contribute to the sustainable growth and well-being of the community. I am particularly drawn to your department's focus on directing city affairs and implementing policies, and I am eager to bring my skills and fresh perspective to support these efforts.

I am confident that my academic background, combined with my passion for civic engagement and community development, make me a strong fit for this role. I am enthusiastic about the opportunity to contribute to City of Lake City and would welcome the chance to further discuss how my skills align with your department's goals.

Thank you for considering my application. I look forward to the possibility of discussing how my background and aspirations align with the needs of City of Lake City Government Department. Please find my resume attached for your reference.

Sincerely,



Ronald W. Williams II

Equal Opportunity Employer, ADA, Veterans Preference, and Drug Free Workplace

APPLICATION FOR GENERAL EMPLOYMENT

PLEASE NOTE: *Complete all areas of the application, please print clearly. *Under Florida Law, employment applications are open for public inspection. *False statements may cause rejection of the application or if employed, termination of employment.

***Application must be completed in full and signed or it WILL NOT be processed.**

Position applied for: City Manager Salary Expected \$ _____ Date: February 1, 2024

Name: Ronald W. Williams II SS#: [REDACTED]
First M.I. Last

Address: 352 NW Belvin Way City/St/Zip: Lake City, FL 32055

Phone #1: (386) 365-5933 Phone #2: (386) 365-5941

e-mail address: ronwms2@gmail.com

Have you read the full job description of the position for which you are applying? Yes No

Are there any duties you are unable to perform? Yes No If yes, please explain: _____

Do you possess a valid Florida driver's license? Yes No CDL Level: No *You must be able to provide proof (if position is offered.)*

Have you ever been employed by the City of Lake City Yes No If yes, please give dates and job title held _____

Do you have any relatives currently employed by the City of Lake City Yes No

If yes, please list names and their Department Corey L. Williams, Public Works

EDUCATION

Depending on the position sought, you may be required to provide a copy of your high school or college transcript/degree and/or professional registration. Give years of college completed, type of degree and major/minor. Be sure to list all technical and/or trade courses or programs you have completed.

Do you currently have a High School Diploma or a GED? Yes No

Name of School (include City and State)	# Of Yrs. Attended	Major	Diploma/ Degree Obtained
Florida Gateway College, Lake City, FL	Two (2)	General Studies	Associate
Saint Leo University, Gainesville, FL	Two (2)	Social Work	Bachleors
Saint Leo University, Saint Leo, FL	Two (2)	Social Work	Masters/Clinical Social Work

Technical skills or other training acquired: 22 Years of Administrative/Legal Management. Resume attached.

List certificates or trade licenses you possess: FL Registered Clinical Social Worker Intern. License# ISW17980, 10/27/22

Applicant Name: Ronald W. Williams II

RECORD OF EMPLOYMENT

Please give complete name and address of all employers, including military employment. Describe major duties performed. A resume may be attached as a supplement; however, you MUST complete all information requested on the application. Begin with your current or most recent employer and list all previous employers in chronological order. Include a minimum of 5 years of employment; attach additional sheet(s) as needed.

Employer: DaVita Kidney Care Phone: (386) 365-8989

Address: 1389 Us Hwy 90 West, Suite 100A, Lake City, FL 32055

Position Held: Facility Social Worker City/State/Zip: _____ Supervisor: Mark Anderson

Dates Employed: From February 2023 to Present Rate of Pay: Yearly Gross
Yearly Gross/Hourly (circle one)

Brief Description of Duties: • Interdisciplinary team member, • Participates in care planning in collaboration with the patient and healthcare team, • Utilize patient education programs established social work theory, methods, and quality of life measurement instruments to resolve barriers and meet goals.

Reason for Leaving: _____

Employer: Alachua County, Court Services Phone: (352) 374-5219

Address: 12 SE 1st Street 1st Floor, Gainesville, FL 32601

Position Held: Drug Counselor City/State/Zip: _____ Supervisor: Diana Harrington

Dates Employed: From July 2017 to June 2018 Rate of Pay: Yearly Gross
Yearly Gross/Hourly (circle one)

Brief Description of Duties: • Provided leadership, training and counseling to under-served, primarily minority program participants, • Maintained all client records in accordance with state statutes and HIPAA compliance guidelines, • Served as liaison with various community agencies to arrange referrals for needed services.

Reason for Leaving: Resigned, pursuit of political office.

Employer: Columbia County School Board, Columbia High School Phone: (386) 755-8000

Address: 372 West Duval Street, Lake City, FL 32055

Position Held: Custodian City/State/Zip: _____ Supervisor: Donnie Harriston

Dates Employed: From January 2012 to July 2012 Rate of Pay: Yearly Gross
Yearly Gross/Hourly (circle one)

Brief Description of Duties: • Performed all cleaning duties for the department, • Reported to senior management regarding needed repairs or capital improvements, • Identified and reported construction maintenance requirements, • Provided defensive protection in and around construction.

Reason for Leaving: College Enrollment

Employer: United States Marine Corps Phone: (800) 268-3710

Address: 2008 Elliott Road, Quantica, VA 22134

Position Held: Administrative & Legal Manager City/State/Zip: _____ Supervisor: Colonel Anthony Manuel

Dates Employed: From January 1989 to August 2011 Rate of Pay: Yearly Gross
Yearly Gross/Hourly (circle one)

Brief Description of Duties: • Provided critical program management, administration, and consultation directly for the Commanding Officer, • Managed execution of Commanding officer's objectives amongst internal and external agencies, • Managed employees and deployed personnel while deployed, Helmand Providence, Afghanistan.

Reason for Leaving: Retirement

Applicant Name: Ronald W. Williams II

PERSONAL INFORMATION

Are there any days or hours you are unable to work? ___ Yes No If yes, Please list them: _____

Are you able to travel if required? Yes ___ No

Are you 18 years of age or older: Yes ___ No

Type of employment desired: Full-Time ___ Part-Time ___ Temporary

With reference to the Immigration Control and Reform Act (IRCA), are you eligible to work in the United States?
 Yes ___ No (Verification will be required before Employment)

Have you ever been convicted of, or pled guilty, no contest or *nolo contendere* to a crime? ___ Yes No If yes, explain fully:

Have you ever been charged with a crime and either placed on court ordered probation, had adjudication withheld, entered a pre-trial intervention program, or have any criminal charges now pending? ___ Yes No

Have you ever been a defendant in a civil action for intentional tort(s) (e.g. assault, battery, intentional infliction of emotional distress), or an unlawful employment practice (e.g. sexual or racial harassment)? ___ Yes No

Have you ever been ticketed due to a traffic accident? ___ Yes No

Why are you interested in working for the City of Lake City? My passion and vision for the development of Lake City stems from having been born and living here my entire life. As well as motivation to achieve goals that benefit the citizens of Lake City.

Have you ever served in the military? Yes ___ No

Was any formal disciplinary action taken against you while in the military? Yes ___ No

Under Florida law, certain individuals may be eligible for "Veteran's Preference" for employment purposes. Please read and complete the VETERANS PREFERENCE CERTIFICATION SHEET then answer the following questions.

Are you claiming Veteran's Preference? Yes ___ No Have you attached a copy of your DD-214? Yes ___ No

Applicant Comments: Thank you for an opportunity to serve again.

I hereby certify that all the information given on this application is true and correct to the best of my knowledge and I understand that any false information given on this application shall constitute cause to withdraw the application from consideration for any position with the City of Lake City or termination of employment with the City of Lake City. Inquiry as to past employment or any on the job performance may be conducted and all past and current employers will be contacted. I release the City of Lake City and any past or current employers and other individuals contacted from any liability for release of information regarding my employment.

Ronald W. Williams II
Applicant Signature

February 1, 2024
Date

Applications of municipalities are considered public documents according to Florida Statutes are open to public inspection upon request. Applications will remain active until position applied for is filled.

RECORD CHECK AUTHORIZATION & CERTIFICATE OF APPLICANT

Name: Ronald Winston Williams II

PRINT FULL LEGAL NAME

Please Read Carefully Before Signing

I HEREBY AUTHORIZE that all the facts and information on this employment application are true and complete. I understand that any false, incomplete or misleading information given by me on this application is sufficient cause for rejection of this application. I also understand and agree that any such false, incomplete, or misleading information discovered on this application at any time after I am employed may result in my dismissal.

I HEREBY AUTHORIZE the City to investigate all statements contained in this application, to interview the references and previous employers listed in this application, and to obtain a report from a consumer reporting agency to be used for employment purposes in accordance with Fair Credit Reporting Act, to conduct a record check on my background to include but not be limited to the following: criminal and driving check, employment and performance record and education records. I authorize the references, previous employers, and school or other education institution, credit bureau, lending institution, consumer reporting agency or public agency listed to give the City all the facts, opinions and evaluations concerning my previous employment and any other information they may have, personal or otherwise, and I HEREBY RELEASE and save harmless the addressee, its officers, agents, servants or employees from and against any and all liability, claims, demands, damages, expenses, fees, fines, penalties, suits, proceedings, actions and costs of actions, including attorney's fees of any kind and nature arising or growing out of or in any way connected with the disclosure of requested information.

If I am offered employment, I understand that such an offer will be conditioned upon satisfactory results of a background investigation and/or City medical examination or inquiry, including a drug screen test. If then employed, I understand that I will be required to serve a probationary period. I further understand that my employment and compensation can be terminated, with or without cause or notice, at any time, regardless of the successful completion of my probationary period, at the option of either the City or myself. I understand that no supervisor or other representative of the City other than the City Manager has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing. I further authorize on going procurement of the above mentioned reports at any time during my employment.

I FULLY UNDERSTAND AND VOLUNTARILY AGREE WITH THE ABOVE


Signature of Applicant

February 1, 2024
Date

VETERANS' PREFERENCE CERTIFICATION

Date: January 6, 2024

Name: Ronald W. Williams II

Section 295.07(1), Florida Statutes, provides for Veterans' Preference in employment appointment and retention, if qualified under one of the following categories and not exempt under Section 295.07(4), Florida Statutes. Section 295.09, Florida Statutes, also provides Veterans' Preference for reinstatement, reemployment, and promotion. If you seek Veterans' Preference, please "check" the appropriate box, and provide this form and documentation of your status along with your employment application, no later than the position advertisement closing date.

I certify that I am qualified to claim Veterans' Preference under the category checked below:

(a) A disabled veteran:

1. Who has served on active duty in any branch of the United States Armed Forces, has ^{Yearly Gross} received an honorable discharge, and has established the present existence of a service-connected disability that is compensable under public laws administered by the United States Department of Veterans Affairs; or
2. Who is receiving compensation, disability retirement benefits, or pension by reason of public laws administered by the United States Department of Veterans Affairs and the United States Department of Defense.

(b) The spouse of a person who has a total disability, permanent in nature, resulting from a service-connected disability and who, because of this disability, cannot qualify for employment, and the spouse of a person missing in action, captured in line of duty by a hostile force, or forcibly detained or interned in line of duty by a foreign government or power.

(c) A wartime veteran as defined in s. 1.01(14), who has served at least 1 day during a wartime period. I acknowledge that active duty for training may not be allowed for eligibility under this paragraph.

(d) The unmarried widow or widower of a veteran who died of a service-connected disability.

(e) The mother, father, legal guardian, or unmarried widow or widower of a member of the United States Armed Forces who died in the line of duty under combat-related conditions, as verified by the United States Department of Defense.

(f) A veteran as defined in s. 1.01(14), F.S. I acknowledge that active duty for training may not be allowed for eligibility under this paragraph.

(g) A current member of any reserve component of the United States Armed Forces or the Florida National Guard. If so, please attach FDVA form VP2, signed by your immediate military supervisor, to document your status.

Please submit this certification with your application, or as soon as possible, prior to the date that the position advertisement closes. In order to receive Veterans' Preference and to complete your application, this form and documentation to prove your status must be returned to the Human Resources ("HR") office in accordance with Rule 55A-7.013, Florida Administrative Code.

This statement is true to the best of my knowledge and belief.

By Ronald W. Williams II

Printed Name Ronald W. Williams II
55A-7.013, FAC

s. 295.07, FS

FDVA Form VP-1

If you qualify for the Veteran's Preference, the City of Lake City will give you special consideration during the employment selection process. The City of Lake City shall give preference to and shall hire a person entitled to Veteran's Preference ahead of other equally qualified applicants.

Should the position for which you are applying be filled by someone who does not qualify for Veteran's Preference and should you feel that proper consideration of the Veteran's Preference law has not been provided to you by the City of Lake City or the City of Lake City has not complied with the Veteran's Preference rules, please notify the City of Lake City, Human Resources Department, (386) 719-5804.

You also have the right to initiate an investigation by the Florida Division of Veteran's Affairs. You may do so by notifying the State of Florida, Department of Administration, Division of Veteran's Affairs, PO Box 1437, St Petersburg FL 33731, within 21 calendar days from the date you received notice that you were not selected for the position.

Revised 12/2016

*****Completion of this form is strictly voluntary.*****

The information collected is for census purposes only. If you choose, you may complete this information and mail it to Human Resources, 205 N. Marion, Lake City, FL 32055 at your convenience. Thank you.

Date Completed: February 1, 2024 Position for which you are applying: City Manager

Division/Department: City Manager

Federal Laws and regulations require that the City incorporate a procedure for obtaining information necessary to conduct an applicant flow and selection analysis to determine the number of persons protected under those laws and whether or not the present selection system has an adverse effect on any protected group. Therefore, your cooperation is requested in providing the following information:

Race/National Origin: (Definitions from EEOC Form 221) (Check one only)

White (not Hispanic origin): All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Black (not of Hispanic origin): All persons having origins in any of the black racial groups.

Hispanic: All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Asian or Pacific Islanders: All persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Pacific Islands, This area includes, for example, China, Japan, Korea, the Philippine Islands, Samoa, and the Indian Subcontinent.

American Indian or Alaskan Native: All persons having origins in any of the original peoples of North America and who maintain cultural identification through tribal affiliation or community recognition.

Decline to Answer.

Sex: Male Female

Vietnam Era Veteran? Yes No

Special Disabled Veteran? Yes No

Other Eligible Veteran? Yes No

Individual with Disabilities? Yes No

*****I do not wish to Self-Identify:_____**

Name: Ronald W. Williams II

How did you learn of the opening?

Job Opportunity Posting

Friend

Advertisement Where? _____

Other

[Editor's note: According to 41 CFR 60-741.42, there are only two circumstances when an employer may ask a disabled applicant to self-identify on a pre-offer basis:**

Type text here

(1) The invitation is made when the contractor actually is undertaking affirmative action for individuals with disabilities at the pre-offer stage; or (2) The invitation is made pursuant to a Federal, state or local law requiring affirmative action for individuals with disabilities.

According to 41 CFR 60-250.42, there are only two circumstances under which an employer may ask applicants who are Special Disabled Veterans to self-identify on a pre-offer basis:

1) The invitation is made when the contractor actually is undertaking affirmative action for special disabled veterans at the pre-offer stage; or (2) The invitation is made pursuant to a Federal, state or local law requiring affirmative action for special disabled veterans.]

Individual with Disabilities

Defined as a person who (1) has a physical or mental impairment which substantially limits one or more of his or her major life activity(s), (2) has a record of such impairment(s), or (3) is regarded as having such impairment(s). For purposes of this definition, an individual with disability(s) is substantially limited if he or she is likely to experience difficulty in securing, retaining, or advancing in employment because of the disability(s).

Special Disabled Veteran

Defined as a veteran who is entitled to disability compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Veterans Administration for a disability (I) rated at 30% or more, or (ii) rated at 10 or 20% in the case of a veteran who has been determined under Section 1506 to have a serious employment disability, or a person who was discharged from active duty because of a service-connected disability.

Veteran of the Vietnam Era

Defined as a veteran who (a) served on active duty in the Republic of Vietnam between February 28, 1961 and May 7, 1975, or (b) served on active duty for a period of more than 180 days, any part of which occurred between August 5, 1964 and May 7, 1975, and was discharged or released there from with other than a dishonorable discharge, or (c) was discharged or released from active duty for a service-connected disability if any part of his or her active duty was performed between August 5, 1964 and May 7, 1975.

Other Eligible Veteran

Defined as any veteran who served in a "war" declared by Congress, in a campaign or on an expedition for which a campaign badge, a service medal, or an expeditionary medal has been awarded.

Florida Retirement System (FRS) - Certification Form

This form is not an offer of employment or an enrollment form. If hired, a Retirement Choice kit may be mailed to your home with enrollment instructions.

Name Ronald W. Williams II SSN (last 4 digits) [REDACTED]

Agency Name _____

Previous or Current FRS Employer City of Lake City

**Complete Section I if you have never been a member of a State of Florida administered retirement plan.
Complete Section II if you are a current or previous member AND Section III if not retired OR Section IV if retired.**

I. I have never been a member of a State of Florida administered retirement plan.

STOP HERE

SIGNATURE _____

DATE _____

II. I was or currently am a member of the following State of Florida administered retirement plan (also complete Section III or IV)¹

FRS Pension Plan (incl. DROP) FRS Investment Plan State University System Optional Retirement Program (SUSORP)
 State Community College System Optional Retirement Program (SCCSORP) Senior Management Service Optional Annuity Program (SMSOAP)
 Other

III. I am **not retired** from any State of Florida administered retirement plan. I understand that if it is later determined that I was a retiree and was reemployed during the first 6 calendar months after I retired or after my DROP termination date, or at any time during the 7th through the 12th months after I retired or after my DROP termination date, I must repay all unauthorized benefits received (see Section IV for details), or, if in the Investment Plan, terminate my employment. **My employer may also be liable for repaying any unauthorized benefits I received.**

SIGNATURE _____

DATE _____

IV. I am **retired** from a State of Florida administered retirement plan. My FRS Pension Plan retirement effective date, DROP termination date, or date I received my first distribution from the FRS Investment Plan, SUSORP, SCCSORP, SMSOAP, or other plan was _____

Effective July 1, 2017, retirees of the Investment Plan, SUSORP, SCCSORP, and SMSOAP are eligible for renewed membership in the Investment Plan, SUSORP, or SCCSORP.

I understand that as a Pension Plan retiree:

- If I am employed by an FRS-covered employer in **any type of position**² during the first 6 calendar months after I retired or after my DROP termination date, my retirement and DROP status are voided, all retirement and DROP benefits I received **must be repaid**,³ and I must reapply for retirement in order to receive future benefits.
- If I am reemployed by an FRS-covered employer at any time during the 7th through the 12th months after I retired or after my DROP termination date, my monthly retirement benefit must be suspended⁴ and any unauthorized benefits received must be repaid.³ **My employer may also be liable for repaying any unauthorized benefits I received.**

I understand that as an Investment Plan, SUSORP, SCCSORP, or SMSOAP retiree:

- If I am employed by an FRS-covered employer in **any type of position**² during the first 6 calendar months after I retired, I **must repay**³ any benefits received or terminate employment for an additional period to satisfy the 6 calendar month termination requirement.
- If I am reemployed by an FRS-covered employer at any time during the 7th through the 12th months after my retirement, I will not be eligible for additional distributions until I terminate employment or complete 12 calendar months of retirement.⁴

SIGNATURE _____

DATE _____

Retiree Definition

You are considered retired if:

- You have received any benefits under the FRS Pension Plan including DROP (does not include a withdrawal of employee contributions), or
- You have taken any distribution (including a roll-over) from the FRS Investment Plan, or other state administered retirement programs offered by state universities (SUSORP), state community colleges (SCCSORP), state government for senior managers (SMSOAP), or local governments for senior managers.

¹If you are not retired and earned FRS service after certain periods in 2002 (depending on your employer), you must rejoin the FRS retirement plan you were enrolled in when you terminated FRS-covered employment. You may have a one-time 2nd Election to switch FRS retirement plans. Also, alternative retirement programs are available to certain employees. Contact your employer for deadline and other information.

²Positions include OPS, temporary, seasonal, substitute teachers, adjunct professors, part-time, full-time, regularly established, etc.

³Florida law requires a return of all unauthorized Pension Plan benefit payments or Investment Plan distributions received by a member who has violated the FRS termination or reemployment provisions. Similar provisions apply to unauthorized SUSORP, SCCSORP, or other state-administered plan distributions - contact that plan's administrator for details.

⁴ There is one exception to the restrictions on reemployment limitations after retirement. If you are a retired law enforcement officer, you may only be reemployed as a school resource officer by an FRS-covered employer during the 7th through 12th months after your retirement date or after your DROP termination date and receive both your salary and retirement benefits.

CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES

THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.

ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID

CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

This Report Contains Information Subject to the Privacy Act of 1974, As Amended.

1. NAME (Last, First, Middle) WILLIAMS Ronald Winston II		2. DEPARTMENT, COMPONENT AND BRANCH USMC-11		3. SOCIAL SECURITY NUMBER	
4a. GRADE, RATE OR RANK GrSgt		b. PAY GRADE E-7		5. DATE OF BIRTH (YYYYMMDD) 19691216	
6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD) 20190201		7a. PLACE OF ENTRY INTO ACTIVE DUTY Jacksonville MEPS Jacksonville, FL 32055		b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) Route 4 Box 515 Lake City, FL 32055	
8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND MALS-31 MAG-31 MCAS BEAUFORT SC 29904		b. STATION WHERE SEPARATED MCAS BEAUFORT SC 29904 (RUC 01086)			
9. COMMAND TO WHICH TRANSFERRED CMC (MMSB-20) RUC 54881		10. SGLI COVERAGE		NONE	
		AMOUNT: \$400,000			
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) 0111- Administrative Specialist (22 years, 1 month) 8538- Substance Abuse Coordinator (3 years, 6 months)		12. RECORD OF SERVICE		YEAR(S) MONTH(S) DAY(S)	
		a. DATE ENTERED AD THIS PERIOD		1989 01 11	
		b. SEPARATION DATE THIS PERIOD		2011 08 31	
		c. NET ACTIVE SERVICE THIS PERIOD		22 07 20	
		d. TOTAL PRIOR ACTIVE SERVICE		00 00 00	
		e. TOTAL PRIOR INACTIVE SERVICE		00 00 00	
		f. FOREIGN SERVICE		00 00 00	
		g. SEA SERVICE		00 00 00	
		h. INITIAL ENTRY TRAINING		00 02 23	
		i. EFFECTIVE DATE OF PAY GRADE		2004-07-01	
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) Navy And Marine Corps Achievement Medal (4th Award), Military Outstanding Volunteer Service Medal, Navy And Marine Corps Commendation Medal (3d Award), Afghanistan Campaign Medal With Campaign Star, Sea Service Deployment Ribbon (3d Award), Navy And Marine Corps Overseas Service Ribbon (6th Award), Global War On Terrorism Service Medal, Armed Forces Service Medal,		14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed) Advanced Personnel Administration (2004), Civilian Professional License/Certificate/Teacher (2002), Navy Drug Abuse Counselor (2001), Basic Typing And Personnel Administration (1989), Administrative Clerk (1989).			
15a. COMMISSIONED THROUGH SERVICE ACADEMY		YES		X NO	
b. COMMISSIONED THROUGH ROTC SCHOLARSHIP (10 USC Sec. 2107b)		YES		X NO	
c. ENLISTED UNDER LOAN REPAYMENT PROGRAM (10 USC Chap. 109) (If yes, years of commitment:)		YES		X NO	
16. DAYS ACCRUED LEAVE PAID 24.5		17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION		YES X NO	
18. REMARKS Block 18 Cont: Marine Corps Good Conduct Medal (6th Award), National Defense Service Medal (2d Award), Navy Unit Commendation, Navy Meritorious Unit Commendation (3d Award), North Atlantic Treaty Organization Medal International Security Assistance Force Afghanistan, Certificate Of Appreciation, Letter Of Commendation, Certificate Of Commendation (Individual Award) (5), Letter Of Appreciation (9), Meritorious Mast, Rifle Sharpshooter Badge, Pistol Expert Badge (6th Award). Member participated in Operation Enduring Freedom from 20090416-20100326 and Operation Khanjar from 20090701-20090907. SER: 45184-2011-0295 The information contained here is subject to computer matching within the Department of Defense or with any other affected Federal or non-Federal agency for verification purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program.					
19a. MAILING ADDRESS AFTER SEPARATION (Include ZIP Code) 352 NW Belvin Way Lake City, FL 32055		b. NEAREST RELATIVE (Name and address - Include Zip Code) Ronald Williams Sr (Father) 440 NW Winfield St Lake City, FL 32055			
20. MEMBER REQUESTS COPY 4 BE SENT TO (Specify state/locality) FL		OFFICE OF VETERANS AFFAIRS		X YES NO	
a. MEMBER REQUESTS COPY 3 BE SENT TO THE CENTRAL OFFICE OF THE DEPARTMENT OF VETERANS AFFAIRS (WASHINGTON, DC)		OFFICE OF VETERANS AFFAIRS		X YES NO	
21a. MEMBER SIGNATURE <i>Ronald Williams II</i>		b. DATE (YYYYMMDD) 20110618		22a. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title, signature) M. D. THOMAS, WO, PERSONNEL OFFICER	
				b. DATE (YYYYMMDD) 20110618	

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)		
23. TYPE OF SEPARATION TRANSFER TO FMCR		24. CHARACTER OF SERVICE (include upgrades) HONORABLE
25. SEPARATION AUTHORITY MARCORSEPMAN par 7008		26. SEPARATION CODE NBD6
		27. REENTRY CODE RE-2C
28. NARRATIVE REASON FOR SEPARATION SUFFICIENT SERVICE FOR RETIREMENT		
29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) NONE		30. MEMBER REQUESTS COPY 4 (initials) <i>[Signature]</i>

Ronald W. Williams II

ronwms2@gmail.com • (386) 365-5933

[Ronald LinkedIn Profile](#) • Lake City, FL 32055

City Manager Profile

Dynamic and dedicated professional, well-prepared to leverage people management and administration expertise to manage city's priorities. Ability to quickly comprehend, develop, and implement processes related to bureaucratic functioning. Capable of supporting council members in formulating policies for general direction of city affairs and facilitate informed administrative decisions. Persuasive communicator, possessing aptitude to interact with department heads to streamline operations and various city programs. Capacity to manage budgets, foster interdepartmental collaboration, and navigate intricacies of local government regulations.

Relevant Competencies

- Public Administration
- Stakeholder Engagement
- Operating Procedures
- Policy Implementation
- Strategic Planning
- Teamwork & Leadership
- Community Outreach
- Interrelationships Building
- Regulatory Compliance

Professional Experience

Facility Social Worker - DaVita Medical Care, Lake City/Madison, FL

Feb 2023 — Present

Analyze patients' psychosocial strengths and challenges to evaluate their impact on rehabilitation and treatment outcomes. Collaborate with interdisciplinary team and patients to develop effective care plans that address rehabilitation goals and enhance quality of life. Conduct psycho-educational counseling sessions focused on specific areas for improvement, such as treatment adherence and vocational/educational rehabilitation. Facilitate discussions about advance directive wishes with healthcare team and family/support persons when necessary.

- Spearheaded patient education programs and managed social work theory, methods, and quality of life measurement instruments as part of assessment and care planning to resolve barriers and meet patient treatment goals.
- Improved patient awareness of advance directives by providing education and guidance on accessing relevant forms and information.

Facility Social Worker, Fresenius Medical Care, Starke/Alachua/Palatka, FL

Jan 2023 — Feb 2023

Conducted thorough assessments of patients' psychosocial status, identifying strengths and areas of improvement that may impact their rehabilitation and overall treatment outcomes. Implemented patient education programs, employing established social work theories, methods, and quality of life evaluation tools to address obstacles and support patients in achieving treatment goals. Evaluated patients' familiarity with advance directives, assisting them in obtaining relevant forms and information, and facilitating open discussions about their wishes with both the healthcare team and their family/support system.

- Participated in interdisciplinary care planning, collaborating with patients and healthcare team to develop effective interventions that align with rehabilitation goals and enhance patients' quality of life.
- Delivered psycho-educational counseling using evidence-based techniques to target specific areas of need, promote treatment adherence, and facilitate vocational and educational rehabilitation.

Social Worker – The Vines Hospital, Ocala, FL

Feb 2022 — Aug 2022

Facilitated individual, group, and family therapy sessions to effectively support adult clients in achieving positive outcomes. Assessed patients' psychosocial status, identifying strengths and areas of need that could impact rehabilitation and treatment outcomes. Collaborated with an interdisciplinary team as an integral part of the comprehensive patient assessment process. Conducted thorough discussions regarding advance directive wishes with the healthcare team, as well as the patient's family/support persons, when required.

- Devised comprehensive treatment plans for adult clients, including Individual Treatment Planning (IEP), mental health treatment, and discharge planning.

Presiding Prelate – W2 Ministries Inc, Lake City, FL

Jun 2009 - Present

Developed and implemented community outreach programs. Served as a dedicated Member of the Board of Bishops for New Beginnings International Ministries, Inc., contributing to the strategic decision-making and growth of the organization. Provided leadership and guidance as the Overseer of Mentoring Young Minds, Inc. in Beaufort, SC, including various ministries throughout the North American Country, supporting young individuals in their personal and educational development. Trained and supervised staff in operating policies and core values.

- Created procedures, policies, and directives for company incorporation.
- Designed performance measures to monitor and achieve ministry objectives.
- Established and instructed at the School of Ministry to develop future leaders.

Drug Counselor, Court Services - Court Services, Alachua County, FL

Jul 2017 -- Jun 2018

Led and guided under-served, predominantly minority program participants, providing them with training and counseling. Acted as a liaison between various community agencies, coordinating referrals for essential services. Taught Mental Health First Aid training to Alachua County Departments as a certified instructor. Assisted in creating a multimedia presentation format for effective substance abuse treatment. Maintained client records, ensuring compliance with state statutes and HIPAA guidelines.

- Revamped and improved the process for managing necessary documentation for annual audits conducted by DCF.
- Recognized as "Employee of the Month" for boosting workplace morale with positive contributions.

Social Worker Intern – Gator Team Child Juvenile Clinic, UF

Jan 2017 — Jun 2017

Advocated for rights and well-being of juveniles in various settings, including courts, schools, mental health placements, and foster care placements, tutoring. Acquired extensive knowledge of Florida's policies, laws, and statutes pertaining to youth involved in the Department of Juvenile Justice and Foster Care systems. Facilitated effective treatment planning for youth, encompassing areas such as Individual Treatment Planning (IEP), mental health treatment, and juvenile dependency status. Utilized combination of individual, group, and family sessions to foster positive outcomes and growth for the youth.

- Played key role in ensuring that youth received necessary school-based services, such as I.E.P.
- Collaborated with a legal firm to craft comprehensive and efficient Predisposition Reports (PDRs).

Custodian, Columbia County School Board Lake City, Florida

Jan 2012 – Jul 2012

Executed all cleaning tasks to maintain cleanliness and orderliness within the department. Provided regular updates to senior management regarding necessary repairs and opportunities for capital improvements. Determined and reported construction maintenance needs promptly to prevent any potential issues. Ensured defensive protection measures were implemented in and around construction areas.

- Offered on-call support to fill in for team members who were absent, ensuring continuous service delivery.

Various Roles | U. S. Marine Corps

Jan 1989 – Aug 2011

Administrative/Legal Manager

Oversaw daily executive-level administrative operations for effective coordination among the Commanding Officer, Executive Officer, and Senior Enlisted Advisor. Delivered insightful recommendations on Command-level operations, executive summaries, and policies to senior-level executives. Identified potential problem areas and implemented corrective actions or preventive measures, effectively resolving complaints at the lowest level. Organized all incoming and outgoing correspondence, ensuring proper staffing and timely responses to deadline-driven communication. Managed legal reviews and cases for hundreds of employees ensuring compliance with Manual of Court Martial. Additionally, conducted extensive research and analysis to provide comprehensive responses and guidance to veterans, their dependents, and survivors on the wide range of benefits offered by the Dept of Veterans Affairs and other veterans' organizations. Assisted individuals through personal interviews, telephone consultations, and online platforms, delivering personalized counsel to ensure they are fully informed about available benefits.

- Streamlined workflow processes, analyzed daily productivity, and made necessary adjustments to enhance the overall effectiveness of administrative and personnel activities.

- Developed and presented informative briefings on manpower data, greatly contributing to executive decision-making processes.
- Educated clients on the necessary documents required for efficient processing of claims and facilitated their acquisition, assisting in the accurate completion of forms in adherence to relevant regulations.

Substance Abuse Control Officer/Counselor

Coordinated intensive outpatient group therapy sessions for at-risk Marines, addressing substance abuse termination, recovery plans, relapse prevention, mental health assessments, and life-skills development, while also considering social, family, professional, and educational dynamics. Maintained compliance with substance abuse regulations and Marine Corps Orders by strictly adhering to mandated training and collaborating with healthcare professionals, substance abuse counselors, and staff members to assess clients' progress.

- Played integral role in planning, handling, provisioning, oversight, and accountability of substance abuse test samples and legal documents, while utilizing a SharePoint system to track personnel availability for testing.

Education & Credentials

Master of Social Work, Saint Leo University, Saint Leo, Florida

Bachelor of Social Work, Saint Leo University, Gainesville, Florida

Associate in General Studies, Florida Gateway College, Lake City, Florida

Registered Clinical Social Worker Intern. License# ISW17980 effective Oct 27, 2022, State of Florida

Recognitions & Affiliations

LCPD Civilian Police Academy

Founder, New Beginnings Restoration Church

Employee of Month, Alachua County

Member NAACP

2018 FL Chamber of Commerce #1 Candidate

Forensic Social Work Club

DaVita Facility Administrator Program

Phi Alpha Honor Society

Founder, GHA Day Care Center & K-12 School

President, Bass Hunters of Lake City

Member Gateway Ministerial Alliance, Lake City

Omega Nu Lambda Honor Society

2018 Democratic Nominee FL House Rep District 10

2023 Region 1 Social Work Core Value Award