

Philip Sherer

Hawthorne, Florida

Bachelor's Degree in Accounting & Computer Science

Meets minimum years of Senior Level Management Experience

Experience in the field of Technology, Transportation, Infrastructure.

Philip Sherer
Hawthorne, FL

Published on *City of Lake City, FL* (<https://www.lcfla.com>)

[Home](#) > [Application for General Employment](#) > [Webform results](#) > [Application for General Employment](#)

Submission information

Form: [Employment Application](#) [1]
Submitted by Visitor (not verified)
Mon, 12/11/2023 - 3:20pm
174.194.134.74

Today's Date Mon, 12/11/2023

Are you applying for a position within the Police Department? No

Which position are you applying for? City Manager

Are you over the age of 18? Yes

Are you eligible to work in the United States? Yes

Have you read the full job postings for the position in which you are applying? Yes

Are there any duties you are unable to perform? No

Are there any days or hours you are unable to work? No

Are you able to travel, if required? Yes

Expected Salary (annual): \$ Negotiable

Have you ever been employed by the City of Lake City or Lake City Police Department? No

Do you have any relatives currently employed by the City of Lake City or Lake City Police Department? No

Why are you interested in working for the City of Lake City? I am writing to you regarding the City Manager position for The City of Lake City. I have recently relocated to Florida and am interested in speaking with you concerning this important position with the city. I bring to the table a wealth of knowledge in management of public concerns, stewards of the taxpayers trust, programs and projects as well as leadership roles in various organizations. In addition to being a retired firefighter and Fire Department Chief of Finance, I have worked in leadership roles spanning federal, state, city, and municipal agencies as a consultant, most recently in oversight of federal awards to public entities. My background and education will make me an excellent candidate for the City Manager position.

Applicant Information + Driver's History

Applicant Information

Full Name:

Philip A Sherer

Social Security Number

Current Address

208 Sally Street

City, State Zipcode

Hawthorne, FL 32640

Home phone number

7325987749

Cell phone number

7325987749

Email address

philip.sherer@outlook.com

Driver's History**Can you operate a motor vehicle?** Yes**Do you possess a valid Florida driver's license?** No**Have you ever possessed a driver's license or CDL of any kind from any other state?** Yes**If YES, give state:** GA, NJ, NY**Have you ever had your driver's license SUSPENDED or REVOKED?** No**List all traffic citations and crashes in the last five (5) years:****Criminal History****Criminal History****Have you ever been convicted of, or pled guilty, no contest, or nolo contendere to a crime?**
No**Have you ever been a defendant in a civil action for intentional tort (e.g. assault, battery, intentional infliction of emotional distress), or an unlawful employment practice (e.g. sexual or racial harassment)?** No**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 pending now?** No**If you answered YES to any of the above, please fully explain below:****Education****Education**

Depending on the position sought, you may be required to provide a copy of your high school or college transcripts, degrees, and/or professional registration.

Do you currently have a high school diploma? Yes

High School Information

Name of School

Canarsie High School

City and State

Brooklyn, NY

Date Graduated

06/1979

College or Technical School 1

Name of School

Queens College

City and State

Queens, NY

Years attended

1979 - 1986

Major

Accounting

Degree obtained

BA

College or Technical School 2

Name of School

Monmouth County Fire Academy

City and State

Freehold, NJ

Years attended

1994

Major

Firefighter

Degree obtained

Yes

Certificates or additional training completed:

Various first responder and emergency management

Work History

Work History.

Please give the complete name and address of all employers, including military employment. Please describe the major duties performed. A resume may be attached as a supplement; however, you must complete all information requested on the application. Begin with your most recent employer and list all previous employers in chronological order. Include a minimum of 5 years of employment. Please contact HR if you need to add additional employers to your application.

Employer 1 (Current or most recent)

Name of Company

Street Address

City, State, Zip

Phone Number

Dates Employed

Supervisor's Name

Pay Rate

Brief Description of Duties

Reason for Leaving

Employer 2

Name of Company

Street Address

City, State, Zip

Phone Number

Dates Employed

Supervisor's Name

Pay Rate

Brief Description of Duties

Reason for Leaving

Employer 3

Name of Company

Street Address

City, State, Zip

Phone Number

Dates Employed

Supervisor's Name

Pay Rate

Brief Description of Duties

Reason for Leaving

Neighborhood Survey

Please list three (3) of your closest neighbors where you now reside, preferably ones on each side of you and behind you. If for some reason this is not practical, such as you live in a rural area or don't have close neighbors, list the nearest ones and list and explanation below.

Neighbor 1

Full Name

Nickname

Address

City, State Zip

Home Phone

Cell Phone

Occupation

Business Address

Business Phone

Neighbor 2

Full Name

Nickname

Address

City, State Zip

Home Phone

Cell Phone

Occupation

Business Address

Business Phone

Neighbor 3

Full Name

Nickname

Address

City, State Zip

Home Phone

Cell Phone

Occupation

Business Address

Business Phone

Additional Comments

Personal References

Reference 1

Full Name

Nickname

Address

City, State Zip

Home Phone

Cell Phone

Business Address

Occupation

Business Phone

Reference 2

Full Name

Nickname

Address

City, State Zip

Home Phone

Cell Phone

Occupation

Business Address**Business Phone**

Reference 3

Full Name**Nickname****Address****City, State Zip****Home Phone****Cell Phone****Business Address****Business Phone****Occupation****Veteran Information****Have you ever served in the Armed Forces?**

No

FRS Information**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

Have you ever been a member of a State of Florida administered retirement plan?

No

Section I

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

Signature (By typing your name here you are electronically signing this form.)

Philip A Sherer

Documents**Document upload**

Please upload any documents here. Documents must be submitted as either .rtf, .doc, .docx, or .pdf
Items noted with a * are required.

Resume[philip_sherer_2023_pepm_gf.docx](#) [2]

High School Diploma

Driver's License

Birth Certificate

College Degrees/Transcripts

Other Certificates

DD214

EEO

EEO Self-Identification Form

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.

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

Do you wish to self identify?

Yes

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

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

Sex

Male

Individual with Disabilities?

No

Special Disabled Veteran?

No

Vietnam Era Veteran?

No

Other Eligible Veteran?

No

How did you learn of the job opening?

Other

According to 41 CFR 60-41.42, there are only two circumstances when an employer may ask a disabled applicant to self-identify on a pre-offer basis:

(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 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 from there 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, or service medal, or an expeditionary medal has been awarded.

Record Check

Record Check Authorization

Please Read Carefully Before Signing.

1. 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.

2. 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 educational 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.

3. 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 screening 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.

By typing your name here you are electronically signing that you fully understand and voluntarily agree with the above items.

Philip A Sherer

Today's Date

Mon, 12/11/2023

Certificate of Applicant

Certificate of Applicant

I hereby certify that all 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 of 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.

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

By typing your name here you are electronically signing this application:

Philip A Sherer

Today's Date

Mon, 12/11/2023

Source URL: <https://www.lcfla.com/node/6533/submission/16793>

Links

[1] <https://www.lcfla.com/hr/webform/employment-application> [2]

https://www.lcfla.com/system/files/webform/philip_sherer_2023_pepm_gf.docx

PHILIP A. SHERER

6111 Sequoia Lane | Douglasville, Georgia 30135
208 Sally Street | Hawthorne, Florida 32640
(732) 598-7749 | philip.sherer@comcast.net

PROGRAM MANAGEMENT EXECUTIVE

Program, Project & Fiscal Management | Design, Implementation, Safety

Results-driven, technically proficient leader with a stellar record of streamlining processes, identifying deficiencies, and implementing on-time corrective action. Capable of driving complex initiatives from inception to completion with expertise in leveraging hands-on experience, analytical data, and resources to deliver and implement innovative solutions. Logical troubleshooter with the ability to multitask and excel in demanding and fast-paced environments. Strong communicator, effective collaborator, and dynamic trainer with the ability to influence and motivate others to peak performance.

Reputation for integrity, reliability, and accountability with the attention to detail, initiative, and drive to produce results above and beyond what is expected. Core strengths include:

- Engineering and Construction Services
- Financial & Fiscal Management
- Planning & Project Scope Development
- Project/Program Budgeting & Cost Controls, Scope & Schedule
- Cross-Functional Collaboration
- Risk Assessment & Mitigation
- Grant Writing & Compliance
- Public Private Partnership - Financing
- Land Acquisition and Easement Agreements and Eminent Domain
- Railroad & Transit Critical and Non-Critical Systems & Protocols
- Railroad & Transit Fire/Life Safety/Security Systems & Protocols
- Train Control Systems CBTC, ATC, PTC
- Reviewing & Advising on Project Scope to Meet Program & Grant Requirements
- Planning Alternative Transportation Infrastructure
- Alternative Fuel Vehicles, Pedestrian, Bicycle Paths, and Trails
- Regional Transportation and Intermodal Planning
- Research & Data Analysis
- Process Optimization
- Professional Presentations
- Training & Development
- Quality Control/Assurance
- Regulatory Compliance
- Leadership & Team Building Workshops

CAREER SUMMARY

TFC Consulting, Inc.; Rockville, MD (Remote) *Manager* 2021 to Present

- Oversee and participate in reviews and audits of FTA Grants
- Project Management Oversight Committee Services
- Management and delegation of contractor work assignments; review invoices, progress reports, and issue logs; developing work plans and budgets; ensuring all work is professional, error-free, and completed within established timelines and budgets; participate as requested in meeting and conferences; develop program and training content in alignment with program scope.
- Management of the Project and Program Management Comprehensive Oversight Review, Special Assignment, Technical Assistance, and Corrective Action Implementation and Support tasks; authoring reports and technical memoranda; reviewing deliverables for assigned tasks to ensure completion and accuracy; developing program and training content in alignment with FTA policy and guidance; participate in conference calls, meetings, and conferences as needed; attending and provide expertise during project workshops; and other responsibilities to ensure successful execution of all work assignments.

Chicago Transit Authority.; Chicago, IL *Program Manager, Systems Certifications* (6-month assignment) 2021 to 2021

- Develop, implementation, and management of the FTA Safety and Security Certification process for Infrastructure Capital Improvement Projects.
- Provide guidance to CTA engineers, contractors, and relevant internal departments during all phases of a project to ensure the Safety and Security Management Plan, Safety and Security Certification Plan and Safety Policies are effectively implemented.
- Ensures Safety related requirements are included in all contract documents as applicable to all phases of a project.
- Serves as the point person for information and resolution of issues regarding safety-related technical documents and the Safety and Security Certification process between CTA engineers, contractors, and relevant internal and external departments and agencies.
- Ensures all requirements are documented, adhered to, and reflect the organization's safety culture goals to ensure employee, riding public and citizenry are protected from life altering critical and non-critical events.

Sherer Family Hardware, Inc.; Warrenton, GA *Owner* 2017 to 2020

- Perform all aspects of day-to-day business operations for a family owned and operated construction supply, fabrication, and repair shop inclusive of customer service, vendor/supplier relations, contract negotiations, sales, marketing, advertising, accounting, reporting, budgeting, P&L, planning & scheduling, and delivery of bill-of-materials to trade professionals at various construction and maintenance locations.

CAREER SUMMARY (Continued)

- Review drawings and designs to determine best product options while also managing construction schedules.
- Maximize sales and valuable relationships through tenacious follow up, product knowledge expertise, regular connection with clients, and customer referrals.

Kratos; Fair Lawn, NJ East Side Access Systems Integration Director 2016 to 2017

- Spearheaded program management of the transit communications systems designs, budging, construction, commissioning, implementation, and testing for the LIRR East Side Access, a New York State Metropolitan Transit Authority project.

AECOM; Baltimore, MD US Rail Director, Program Director 2002 to 2015

- Developed and managed a portfolio of railroad and transit systems programs for ground-up and rehabilitation construction, integrated solutions, and business continuity with responsibility for supervising a diverse team of project managers, engineers, and staff in establishing requirements, providing risk assessments, project/program budgets, delivering estimates, controlling costs, adhering to strict regulatory standards and guidelines, and completed projects on-time and within budget.
- Prepared grant applications, oversight, status reports, meeting agendas and minutes, administered programs to fulfil statutory obligations, presided over and attended status meetings, schedule reviews, project audits, and other statutory and special meetings in compliance with Federal Grants requirements.
- Public Private Partnership financing arrangements.

NetVersant; Baltimore, MD Program Director 2001 to 2002

- Recruited to spearhead and oversee program initiatives that included the development and implementation of program management framework, requirement standards, and reporting guidelines for ground-up and rehabilitation construction, integrated systems, and business contingency programs.

ADT / TYCO; New York, NY Regional Director, North America Install & Service 2001 to 2001

- Selected to facilitate a smooth transition of former Mosler's customers and employees to ADT in order to minimize service interruptions.

Mosler, Inc.; Hamilton, OH National Director of Major Projects 1997 to 2001

- Responsibilities included program management, system designs, ground-up and rehabilitation construction, commissioning, implementation, and testing of various large scale, high-value build projects.

Kraus Hi-Tech Security; New York, NY Project Manager 1996 to 1997

- Developed fire and life safety and security project scope, scheduled and managed specifications, design, standard operating procedures, ground-up and rehabilitation construction, and system solutions for HUD housing in New York, NY and Detroit, MI.

Shorrock Electronic Systems, Inc.; Baltimore, MD Project Manager 1994 to 1996

- Completed the design, construction, installation, testing, and system maintenance of the Hudson County Correctional Center's integrated fire/life safety/security solutions; developed response policies and procedures, intrusion/escape detection, CCTV perimeter detection, roof intrusion detection, PLC control of sally-port, cell and interior/external doors and gates. Integrated fire notification and suppression systems to ensure life safety, maintain secure facilities and safeguard the public good.

Englishtown Fire Department, Inc.; Englishtown, NJ 1994 to 2015

Chief of Finance / Treasurer (1999 to 2015)

- Managed department budget and funding of operations, training, equipment, and field activities for first responders and public property.
- Prepared, monitored, reported, administered Federal grants programs to fulfil grant statutory and oversight requirements.

Firefighter / Engine Operator (1994 to 2015)

- Responded to fire alarms and emergency calls, assessed conditions, and acted quickly to extinguish fires, rescue victims, and administer life-saving medical interventions within the Borough of Englishtown.
- Responded to hundreds of motor vehicle accidents, vehicle fires, brush fires, structural fires, and technical rescues in homes, apartment complexes, and commercial buildings.
- Collaborated and worked closely with other first responders to gain control of emergency situations, pre-analyze buildings, perform victim searches and rescues, administer first aid, and avert further injuries by keeping bystanders out of danger.
- Operated emergency vehicles, engines, and air trucks in a safe, efficient manner while obeying all traffic laws.
- Ensured operational readiness, cleanliness, and functionality of fleet vehicles and equipment.
- Continually recognized by supervisors for excellence in job performance, strong leadership, preparation tactics, team collaboration, and problem-solving skills.

CAREER SUMMARY (Continued)

Northeast Intercom & Video; Manalapan, NJ *Project Manager* 1992 to 1994

- Charged with oversight for system designs, planning, scheduling, and construction of various high rise commercial and office buildings.

Sherer Security Systems, Inc.; Manalapan, NJ *Owner / Operator* 1982 to 1992

- Led all corporate operations for a high-volume, independently owned security solutions firm; duties included Profit & Loss, hiring, training, planning, and forecasting, product and vendor selection, sales, contract negotiations, and marketing.
- Directed on-site installations and ongoing service of integrated security systems and programs.

Health & Hospitals Corporation; New York, NY *Emergency Medical Specialist* 1979 to 1985

- Provided systemwide deployment of units to maintain emergency medical response coverage throughout New York City for the Office of the Chief; acted as a liaison to other operational units to support field responses during planned and emergency events.
- Supported Internal Affairs during investigations, developed incident tabletop exercises and response procedures, and aided medical support staff in caring for the sick and injured as needed.

EDUCATION & TRAINING

Queens College | New York, NY | 1986 Graduate
Bachelor of Arts, Accounting & Computer Science

Professional Training: Sales Strategy, Contract Negotiations, Written & Verbal Communication, Interpersonal Skills, Vulnerability / Risk / Hazard Analysis & Mitigation, Security & Breach Analysis, Security Planning & Execution, Financial Responsibility, Physical Protection Management, Office Administration, Operational / Emergency Response Procedures & Guidelines, Integrated Electronic Systems, System Certification Plan / Testing / Final Certification, Concept Through Final Design, Incident Response, Business Continuity, Resiliency Planning

Computer Skills: Microsoft Office Suite, Oracle, Sage, SAP, Dynamics 365, Primavera, P3/P3e, Microsoft Project, Drafting Software

CERTIFICATIONS & LICENSES

OSHA 10 Hour Construction | 2016 | International Association for Continuing Education and Training

Homeland Security Level III | 2005 | American College of Forensic Examiners and American Board for Certification in Homeland Security

State of New Jersey Firefighter | 1995 | Monmouth County Fire Academy

Security Systems Management | 1992 | Commercial Technical Institute

PROFESSIONAL AFFILIATIONS

American Society for Industrial Security

National Fire Protection Association

American College of Forensic Examiners