

Application for Employment

Print

Submitted by:

Submitted On: 2022-07-15 04:54:27

Status: Open

Assigned To: Human Resources

Priority: Normal

Due Date: Open

Attachments

- [amillerresume.docx](#) - 2022-07-15 04:54:27 am

LEVY COUNTY BOARD OF COUNTY COMMISSIONERS
APPLICATION FOR EMPLOYMENT
P.O. BOX 310
BRONSON, FL 32621
TELEPHONE: (352) 486-5218 EXT. 3
FAX: (352) 486-5167



Instructions: Complete all items. If a question is not applicable, type "N/A". Do not leave any sections blank. Failure to do so may result in a loss of employment opportunities. Resumes may be attached to supplement the information on the application, but are not accepted in lieu of completion of this application. This application will only be used to consider you for the one position for which you are applying. If you wish to be considered for future openings, you will need to submit a new application. *Asterisk items must be completed.

* Position Applying For:

Grants Coordinator – Legislative Liaison

Please type in the position for which you are applying for.

* Department:

Commission Office

Please type in the Department Name.

PERSONAL INFORMATION

* Last Name:

Miller

* First Name:

Andrew

* Middle Name:

F

* Street Address:

15202 NW 147th Drive, Suite 1200-202

Home Phone:

Ex. (123) 456-7890

Cell Phone:

Ex. (123) 456-7890

* City:

Alachua

* State:

FL

* Zip Code:

32615

* County:

Alachua

* Email:

medicthree@tutaimail.com

Type the County you reside in.

* Are you at least 18 years of age?

Yes

* Do you have a valid Florida Drivers License?

Yes

* Class:

E - Regular License A
 B C

Endorsements:

* Have you ever worked under a different name?

Yes No

If you selected "Yes" Name:

Type Name if you selected "Yes".

* Are you able to perform the essential functions of the position as listed and described on the job description for this position with or without a reasonable accommodation?

Yes No

* Relatives Employed by Levy County: Do you have relatives by blood or marriage including elected officials, working for the Board of County Commissioners or other elected officials in Levy County Government

Yes (If yes, please complete below) No

Full Name of Relative:

Dept. or Office Location:

Relationship:

* Have you ever been employed by Levy County Commissioners?

Yes (If yes, please complete below) No

Dates Employed:

Department:

Supervisor Name:

Reason for Leaving:

Please enter to and from dates.

* Law Violation Record: Have you ever been convicted, pled nolo contendere, or had the adjudication of guilt withheld in connection with any criminal offense in any civilian or military court? Note: A "Yes" answer to this question will not automatically bar you from employment. The nature, job-relatedness, severity and date of the offense in relation to the position for which you are applying will be considered.

Yes (If yes, please complete below) No

Offense:

Date:

Place:

Disposition:

MM/DD/YYYY

Format: MM/DD/YYYY

* Are you on the exclusion list for the U.S. Department of Health and Human Services Office of Inspector General?

Yes No

EDUCATION - TRAINING - SKILLS

* Highest Education Level Attained?

Less than High School High School Graduate Tech School 2 Year College Some College Some Grad School
 Doctorate Bachelors Master's MD, DDS, JD Post GED

High School or Issuing Equivalent:

* Graduated:

Yes No

Type the name of School and State.

Undergraduate College or Universities:

Graduated:

Yes No

Credit Hours Completed:

Type of Diploma or Degree/Major Field or Study:

Liberty University, VA

121

BS/School of Business -HCA

Type the name of School and State.

Type the number of Credit Hours Completed.

Graduate School:

Graduated:

Yes No

Credit Hours Completed:

Type of Diploma or Degree/Major Field of Study:

Type the name of School and State.

Type the number of Credit Hours Completed.

Technical Vocational or Bus. School:

Graduated:

Yes No

Credit Hours Completed:

Type of Diploma or Degree/Major Field of Study:

Type the name of School and State.

Type the number of Credit Hours Completed.

* List any past accomplishments, honors, or assignments which may be relevant for the job for which you are applying:

Graduated from Liberty University School of Business Summa Cum Laude with a Bachelor's degree.

If none, please type N/A.

* Special training, knowledge, skills or abilities related to the position in which you are applying:

I was employed for over 10 years at a non-profit agency under the Florida Dept. of Elder Affairs that received funding through grants and was occasionally involved with the grant writing process and also acted as a liaison with other organizations concerning IT issues. I participated in a one semester class at Liberty University in Grantsmanship, where we practiced the entire procedure. I completed a one semester class in Microsoft Office 365 which included the Word/PowerPoint/Excel/Outlook/Access applications.

If none, please type N/A.

LICENSES-CERTIFICATIONS-REGISTRATIONS

Please Indicate any Professional/Occupational Licenses or Registrations/Certifications you currently hold below.

Name of License/Certification/Registration:

Issued By:

Paramedic

Florida Dept. of Health

Number:

Issue Date:

Expiration Date:

State:

PMD514811

4/2/2008

12/1/2022

FL

Enter the License/Certification/Registration Number.

Enter the Date Issued.

Enter the Expiration Date (if any).

Enter the State Issued.

Name of License/Certification/Registration:

Issued By:

Number:

Issue Date:

Expiration Date:

State:

Enter the License/Certification/Registration Number.

Enter the Date Issued.

Enter the Expiration Date (if any).

Enter the State Issued.

EMPLOYMENT HISTORY

Experience: Beginning with your most recent job, describe your employment history, including related volunteer or other non-paid experience. This information will be used to evaluate your qualifications for this job opening and will determine your eligibility to go on to the next step of the evaluation process. Describe additional related experience on a "Separate sheet and attach to Application."

Company Name:

Phone

From Mo./Yr.

To Mo./Yr.

Levy County Dept. of Public Safety

352-486-5209

05/2022

present

Street Address:

City:

State:

Zip:

Starting Pay:

Ending Pay:

1251 NE County Road 343

Bronson

FL

32621

None

Job Title:

Number of Employees Supervised:

May we Contact this Employer?

Support Responder

None

Yes No

Supervisor Name:

Supervisor's Phone Number:

Reason for Leaving:

Jason Hughes

352-486-5209

Still with LCDPS

Duties and Responsibilities:

Completed training and will be assisting with various duties.

Company Name:

Phone

From Mo./Yr.

To Mo./Yr.

Medcor

(815) 363-9500

4/2021

4/2022

Street Address:

City:

State:

Zip:

Starting Pay:

Ending Pay:

3049 N US Highway 441

Lake City

FL

32055

29.25/hr

Job Title:

Number of Employees Supervised:

Clinic Manager

One

Supervisor Name:

Supervisor's Phone Number:

Reason for Leaving:

James Galindo

(815) 363-9500

Contract Terminated

Duties and Responsibilities:

Managed an onsite clinic for a multi-national healthcare company under contract with a large retailer and provided medical support to over 425 employees in an occupational health role. Maintained and updated file systems and ensured adherence to care protocols. Procured, inventoried, and dispensed medication and supplies. Case managed FL workers' compensation claims. Managed PRN medical assistants. Trained and led emergency response team.

Company Name:

Phone

From Mo./Yr.

To Mo./Yr.

Palms Medical Group

352-463-2374

3/2019

4/2021

Street Address:	City:	State:	Zip:	Starting Pay:	Ending Pay:
911 South Main Street	Trenton	FL	32693		

Job Title:	Number of Employees Supervised:
Clinical Quality Assurance/Certified Medical Assistant	None

Supervisor Name:	Supervisor's Phone Number:	Reason for Leaving:
Jasmine Rhodes	352-463-2374	Offered better position at Medcor

Duties and Responsibilities:

Helped busy medical team reach their goal of providing the best health care services possible while simultaneously managing costs. Case managed select group of patients facing multiple chronic diseases. Interfaced with various vendors and other healthcare entities to help resolve care gap issues. Worked up patients, provided support services to patients and staff. Assisted management with diverse projects as requested. Assisted providers with medical procedures and treatments within scope of practice. Maintained EHR with current documentation of services provided. Received medication, equipment, and supplies, distributed, and inventoried. Supplied information and counseling to patients as directed by providers.

Company Name:	Phone	From Mo./Yr.	To Mo./Yr.
Emergency Physicians Medical Center	Ex. (123) 456-7890	11/2018	3/2019

Street Address:	City:	State:	Zip:	Starting Pay:	Ending Pay:
2445 SW 76th Street	Gainesville	FL	32608		

Job Title:	Number of Employees Supervised:
Paramedic	None

Supervisor Name:	Supervisor's Phone Number:	Reason for Leaving:
Jennifer Williams	(239) 284-9083	Offered better position at Palms

Duties and Responsibilities:

Entered information and tracked patients in EMR software. Performed new hire and workers compensation physical assessments. Provided comprehensive patient care, including patient support, assessment, medication administration, and triage. Assisted MDs and management with diverse clinical and administrative tasks.

Veterans' Preference

Applicants seeking Veteran's Preference should attach the Veteran's Preference Request Form and a Copy of their DD 214 to this Application

*** Do you wish to Claim Veterans' Preference?**

- Yes (If Yes, please complete below)
- No

Branch:	Entry Date:	Discharge Date:

REFERENCES

List 3 References who are NOT Relatives.

* Name:	* Complete Address:	Phone	* Occupation:	* Years Known:
Mr. William Peel	UF School of Medicine 201 Criser Hall, Gainesville, Florida, 32611	352-273-5066	UF Lab Manager	> 10 years

Include Zip Code.

* Name:	* Complete Address:	Phone	* Occupation:	* Years Known:
Mrs. Siri Haley	23352 W U.S. Hwy 27, Suite 40 High Springs, FL 32643	352-339-3273	RN	> 10 years

Include Zip Code.

*** Complete Address:**

* Name:		Phone	* Occupation:	* Years Known:
Mrs. Rose Quinn	23343 NW CR 236, High Springs, FL 32643	352-225-0780	RN Educator	> 3 years

Include Zip Code.

ACKNOWLEDGEMENT

Please read carefully, check I Acknowledge for each paragraph, and sign below.

* I authorize any person, school, current employer (except as expressly noted), past employer(s), and organizations named in this application form (and accompanying resume or other documentation, if any) to provide Levy County with relevant information and opinion, personal or otherwise, that may be useful in making a hiring decision. I release all parties from all liability for any damage that may result from furnishing information and opinion to you. Additionally, I understand that Levy County may conduct a background check as well as check a check of any social media pages I may have.

I Acknowledge

* Levy County is a Drug-Free Workplace. I understand that as a condition of employment I may be required to take a post-offer/pre-employment alcohol/drug test. I further understand that, if management suspects that I am unable to perform my job without endangering others or myself at any time during my employment, I may be required to take an alcohol/drug test.

I Acknowledge

* I hereby acknowledge that I have read the above statements and understand them. I certify that I, the undersigned applicant, have personally completed this application. I declare that the facts contained in the application (or any resume or other documents submitted) are true and complete to the best of my knowledge. I understand that any misrepresentations or omissions may disqualify me from further consideration for employment, and will result in my dismissal from employment, if discovered at a later date.

I Acknowledge

*** Applicant Signature:**

Andrew Miller

*** Date:**

07/15/2022

Format: MM/DD/YYYY

All applications are subject to Florida Public Records Law

LEVY COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

Levy County Government Center
310 School Street, Room 112
Bronson, FL 32621

Upload a File

No file chosen

Resume/Copies of Certifications/Licenses

Andrew Miller
medicthree@tutamail.com
352-663-4279

Experience:

- 2022-2022 **Responder Support Volunteer**
Levy County Department of Public Safety, Bronson, FL
Provide volunteer support assistance to Emergency Medical Services employees and management.
- 2021-2022 **Clinic Manager**
Medcor, Lake City, FL
Managed an onsite clinic for a multi-national healthcare company under contract with a large retailer and provided medical support to over 425 employees in an occupational health role. Maintained and updated file systems and ensured adherence to care protocols. Procured, inventoried, and dispensed medication and supplies. Case managed FL workers' compensation claims. Managed PRN medical assistants. Trained and led emergency response team.
- 2019-2021 **Clinical Quality Assurance/Certified Medical Assistant**
Palms Medical Group, Trenton/Gainesville, FL
Helped busy medical team reach their goal of providing the best health care services possible while simultaneously managing costs. Case managed select group of patients facing multiple chronic diseases. Interfaced with various vendors and other healthcare entities to help resolve care gap issues. Worked up patients, provided support services to patients and staff. Assisted management with diverse projects as requested. Assisted providers with medical procedures and treatments within scope of practice. Maintained EHR with current documentation of services provided. Received medication, equipment, and supplies, distributed, and inventoried. Supplied information and counseling to patients as directed by providers.
- 2018-2019 **Patient Care Paramedic**
Emergency Physicians Medical Center, Gainesville, FL
Entered information and tracked patients in EMR software. Performed new hire and workers compensation physical assessments. Provided comprehensive patient care, including patient support, assessment, medication administration, and triage. Assisted MDs and management with diverse clinical and administrative tasks.
- 2012-2017 **Overseas Healthcare Volunteer**
Community/church based medical outreach - International Care Ministries - Philippines
Provided basic medical care to indigent population. Assessed patients and obtained biological samples. Provided First Aid, CPR, nutrition, personal hygiene, and pest control training. Distributed free medication, food, clothing, and other humanitarian assistance.

Education:

- 2017-2020 **Bachelor of Science - Healthcare Administration - Liberty University, Lynchburg, VA**
- 2006-2008 **Associate of Science - EMS Technology - Edison State College, Fort Myers, FL**

Proficiencies, Additional Training and Certification:

BLS Certification	EMT-P Certification	CCMA Certification
PHTLS Training	Red Cross FA/CPR/AED Instructor	Office 365
Grantsmanship	Print and Electronic Journalism	Public Speaking

Karen Blackburn

From: noreply=revize.com@turbo-smtp.info on behalf of noreply@revize.com
Sent: Friday, July 15, 2022 4:54 AM
To: Human Resources
Subject: (NEW) [Levy County, FL - #240574] Application for Employment

[Levy County, FL - #240574] Application for Employment

A new submission has been received. Please log in to see the full detail of your submission.

NOTE: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.