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**Profile****Chelsea**

First Name

**M**

Middle Initial

**Gird**

Last Name

**cmgird82@gmail.com**

Email Address

**407 pennsylvania Ave**

Home Address

Suite or Apt

**Clearwater**

City

**FL**

State

**33755**

Postal Code

**Home: (818) 292-2633**

Primary Phone

**Home: (818) 292-2633**

Alternate Phone

**Length of Residency - please select one. \***☒ 6+ years**Do you own or represent a business in Clearwater?**☒ Yes ☐ No**If yes, where is the business located? Do you conduct business with the City?**

Clearwater no we do not conduct business with the city.

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**Which Boards would you like to apply for?**

Charter Review Committee: Submitted

**Self employed**

Employer

**CEO**

Job Title

**Occupation - If retired, enter former occupation.**

Sales/property management.

**Have you served or do you serve on a board in Clearwater?**☒ Yes ☐ No**If yes, please list the name of the board.**

North Greenwood advisory board

**Why do you wish to serve on this board/committee? If seeking reappointment, state why you should be reappointed.**

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I started a neighborhood association in my neighborhood and have done a lot to improve my neighborhood and enjoy the process and doing my civic duty to clearwater.

**What personal qualifications can you bring to this board or committee?**

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Very organized, good communication and able to work well with others to work towards a common goal

**List Community Activities**

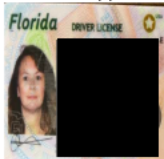
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1. I registered the neighborhood as an association started, started having monthly meetings and got the police involved and coming to all our meetings. 2. By bringing the neighborhood together I was able to get petitions signed to get speed humps around the park to make it safer for the children to play(people used to race around the park ) 3. I got in contact with some city people met with the neighborhoods coordinator and managed to get the park remulched, resoweded the London lights repainted and the park walkway pressure washed and cleaned. 4. Started a facebook neighborhood page that went from the 2 original members to now having 77 members. 5. We added free little libraries which, my husband personally built them and I painted them. Council women Kathleen Beckman Did the ribbon cutting, and revealed them at our big neighborhoods day celebration, which was featured on the city of Clearwater government site. 6. We also now have a newsletter that is completely paid for and distributed by the plaza park association contributions. 7. We also become a 501 C3 and opened a bank account. This allowed us to receive money from the city as we were granted 17k towards a mural being done in the middle of our park! Which is not completed and Looks Fabulous! 8. We Also put a beautiful Butterfly garden built and painted by my husband and myself as one of the first placemaking programs the city will now be implementing as part of there green 2.0 program. This was also revealed by Councilmember Kathleen Beckman at a really fun event we put on and was also featured on the city of Clearwater Page. I also was part of the steering committee for the north greenwood CRA, so am now formular with how these boards work and how much good they can do to effect change and hold the balance.

[Chelsea\\_Resume\\_2022.docx](#)

Upload a Resume

Question applies to multiple boards



Please attach a copy of one of the following documents:

1) valid current Florida Driver License issued to an address within city limits, or 2) Declaration of Domicile filed with the city clerk affirming residency within city limits.

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**Demographics**

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts. (Optional)

## Ethnicity

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☒ Caucasian/Non-Hispanic

## Gender

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☒ Female

09/28/1982

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Date of Birth

**The City of Clearwater strives to promote diversity and provide reasonable accommodations for individuals with disabilities. If you are requesting accommodation, please indicate below:**

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I am not requesting any accommodations for disabilities. I am a women and a mother I'm not sure that counts towards diversity but I think it helps to have many perspectives.

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**By clicking on "I Agree," below, I affirm that the information above is true and correct, and that I understand and agree to the responsibilities and commitment of time associated with an appointment to a Clearwater advisory board or committee.**

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☒ I Agree

All material submitted to the City of Clearwater is subject to the public records law of the State of Florida including Chapter 119, Florida Statutes.

# CHELSEA GIRD

## WORK EXPERIENCE

### **Epic Industries, Clearwater FL**

**2014 - Current**

*Manager*

- Sales
- Taxes
- Administration
- Legal
- Accounting
- 

### **Accelerated Training Solutions, Clearwater FL**

**2014 - Current**

*Management, Sales, Inventory, payment processing*

- Managing Clients
- Keeping inventory
- Processing payments, shipments and orders
- Delivering of product

### **Consumer Energy Solutions, Clearwater, FL**

**2012 - April 2020**

*Human Resources, Legal, Payroll, Treasury*

- Employee Hours for invoicing and payroll.
- **Administrative Services**
- **Banking/ Financial tracking**
- **Events Planning**
- Legal document agreements.
- Writing and distribution of Company Policies
- Program Compliances
- Tracking of hours, training grant hours and financials
- Company wide Insurance
- Employee manuals and Policies up to date and tracked
- Unemployment
- Legal Administrative compliances
- **Travel Arrangements**
- **Special/Confidential Projects.**
- **Credit card receipt matching and**
- **Office Supplies Approval**
- Social Media

**Jewelry To Your Doorstep, Los Angeles, Canada  
- 2012**

**2010**

*Sales Manager*

- Booth set up
- Sales Admin
- Jewelry delivery
- Sales Quota's kept
- Jewelry repair

**One Step Retail Solutions Glendale, New York, Arizona  
2006 - 2010**

*Personal/Executive Assistant*

- Office Management
- Administrative Services
- Banking/ Financial tracking
- Events Planning
- Child Care
- Customer Service
- Program Compliances
- Personal Shopping
- Travel Arrangements
- Special/Confidential Projects.

**Safety Compliant Services  
Ca 2006**

**Glendale,**

*Assistant Manager*

- Office/Client Management
- Billing /Financial Services/ Banking
- Customer Service
- Employee Compliances/ Management

**Bokaos/Renaissance Spa & Salon Glendale & Pasadena,  
CA 2005-2006**

*Personal Assistant*

- Office/Client Management
- Administrative Services
- Bookkeeping/Banking
- Customer Service
- Child Care
- Event Planning

- Personal Shopping

**Brand Book Store Glendale, CA  
2007**

**2004-**

*Manager*

- Office/Client Management
- Administrative Services

**Financial Rescue Services Burbank, CA  
2002-2003**

*President's Assistant*

- Event Manager
- Public Relations Assistance

**Pomm's Studio Glendale, CA  
2000-2002**

*Owners Assistant*

- Set-Up/Breakdown Booths & Art Displays
- Sales Assistant
- Cash Management
- Customer Service

**Special Skills:**

I am very good at organizing, battle planning out projects and getting them done in a timely organized fashion. I am a quick learner and always willing to help out where needed. I am very discrete and have handled confidential and sensitive material both legal and financial. I work well in high-pressure situations, and thrive in high randomness environments. I am a team player who gets into the game of the company.

Thank You for your Consideration!  
Chelsea Gird