



## Board Selection

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Please refer to the City of Clearwater Advisory Boards listing for requirements.

You will need to upload at least one of the following:

- Current voter registration within city limits
- Valid current Florida Driver License issued to an address within city limits
- Declaration of Domicile filed with the city clerk affirming residency within city limits

### Select the Boards That You Would Like to Apply To

Boards

Brownfields Advisory Board

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## Personal Info

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First Name\*                      Lori

Middle Initial                    Y

Last Name\*                        Carter

Email Address\*                    lcarter@vesperwaves.com

Primary Phone\*                    (443)939-1073  
(Example: (123) 456-7890)

Length of Residency\*            If not a resident of Clearwater, select "Not a Resident"  
Not a Resident

Business Owner?\*                Do You Own or Represent a Business in Clearwater?  
 Yes  No

## Home Address

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Street Address\*                    6005 30th Ave West

City\*                                 Bradenton

Zip Code\*                            34209

## Education & Work

Highest Level of Education Bachelor's degree

Occupation *If retired, enter former occupation*  
HR Management

Employer Vesper Wave Solutions

Relevant Work Experience Over 25 years in human resource management and workforce planning; 20 years of experience as a small business owner and business consultant; and 5 years of experience as a chemical/environmental engineer supporting several Fortune 500 companies

Community Activities  
Volunteer Service  
10/19 to Present ROBOFEST, Event Coordinator  
9/19 to 11/19 Clearwater Citizen Academy  
9/15 to 3/16 McLean Bible Church, Career Ministry Network – Career Advisor  
1/14 to 9/16 Spirit of Faith, Christian Center, Youth Business Plan Instructor  
1/14 to 3/14 National Society of Black Engineers, Career Service Volunteer  
12/11 to 12/14 Leland Community (low income senior housing community), Fundraiser Member  
9/10 to 12/13 Virginia Master Naturalist, Water Quality Monitor  
  
9/08 to Pres Veteran Transition Classes, Conduct Job Readiness Development Classes  
• Designed coursework to teach job seekers how to conduct an effectively job search.  
Coursework includes: how to write an effective resume, how to use social media to uncover the hidden job market, and how to develop your personal brand.  
  
9/08 to Pres Youth Mentor (informally mentor 8 students per year)  
• Provide ongoing mentorship to young adults and youth in the areas of academics, finance, career and personal development.

Board Service \* Have you served or do you serve on a board in Clearwater?  
 Yes  No

## Business Info

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### Business Address

Business Name *	Let's Do The Work Now, LLC Vesper Wave Solutions dba
Street Address *	1548 S Missouri Unit 142
City *	Clearwater
Zip Code *	33756
Business Phone *	(443)939-1073 (Example: (123) 456-7890)

## Attachments

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Please refer to the City of Clearwater Advisory Boards listing for requirements and please attach a copy of one of the following documents:

- Current voter registration within city limits
- Valid current Florida Driver License issued to an address within city limits
- Declaration of Domicile filed with the city clerk affirming residency within city limits

Proof of Residency

Let's Do the Work - Annual Report.pdf

3.43KB

File types accepted: pdf, tif, tiff, jpeg, jpg, gif, doc, docx, rtf, png. 10 MB max file size.

# Questionnaire

Question 1. What is your understanding of the duties and responsibilities of the Board(s)?

Answer 1. \* As a board member, I will be working with several city departments and not-for profit agencies reviewing and approving grant applications which will provide funding for remediation projects in brownfield areas.

Question 2. Have you ever observed a board meeting either in person or on C-View, the City's TV station?

Answer 2. \*  Yes  No

Question 3. What background, experience, or education qualifies you to serve on the Board(s)?

Answer 3. \*  
Small Business Owner and Business Coach  
Since 2000, I have owned and operated an operation management and HR consulting businesses. I have provided technical assistance to business owners in the areas of operation management, business development and workforce planning. Additionally, I have developed and taught job readiness curriculum to assist veterans, people with disabilities and youth obtain gainful employment. I am certified NLevel instructor in which I teach business planning courses to adult and youth  
Community Activist:  
Clearwater Citizen Academy:  
• I completed the Clearwater Citizen Academy program in 2019 in which I was thoroughly engaged in learning about the roles and responsibilities of each department.  
  
Wall Street Wizards, a financial literacy program for urban youths  
• As the executive director, I was responsible for the management of the students, volunteers and events  
Leiland Housing Community Project  
• As a board member, I promoted the awareness of developing housing options for low income senior citizens and people with disabilities.  
Engineering:  
I have over five years of experience as a chemical /environmental engineer working for several Fortune 500 companies performing the following duties:  
  
• Performed feasibility studies, scopes reviews and cost benefit analysis to research, analyze, and compiled data to formulate engineering and business solutions.  
• Developed resource allocations reports to construct implementation plans. Provided input to management with respect to training needs for personnel and resource allocations.  
• Developed and implemented project recovery plans for off-scheduled and unanticipated events.  
• Interfaced with customers and / or third party vendors to ensure completion of contract implementation and contract compliance; maintained on-going relationships with customers and vendors.  
• Wrote request for proposals and negotiated contracts with vendors and suppliers.  
• Developed and wrote training manuals (standard operation procedures) and trained personnel on scientific equipment and other processes.  
• Provided the technical data and compiled preliminary reports to senior engineers for filing environmental reports with regulatory agencies such as OSHA, and EPA.

Question 4. Why do you want to serve on the Board(s)?

Answer 4. \* As an African American woman, my life's work has centered around the areas of education, empowerment, and engagement. I understand the challenges of being an underrepresented person who lacks the education, financial resources, and power to make key decisions that affect one's livelihood, housing, education, and health opportunities. I am looking forward to serving those who do not have voices and promoting projects which will develop thriving communities.

Date \* 3/5/2021

Signature \*

*Lorely Carter*

Checkbox

- choice 1
- choice 2
- choice 3

Checkbox

- choice 1
- choice 2
- choice 3

Drop-down

Radio Button

- choice 1
- choice 2
- choice 3

# Lori Y. Carter

## Senior Technical Recruiter Advisor

| 443.939.1073 | [lcarter@vesperwaves.com](mailto:lcarter@vesperwaves.com) | Top Secret Clearance (inactive)

Advanced Technology \* Energy \* National Security \* Federal Service

Full Life Cycle Recruiting \* Recruitment Process \* Proposal Support \* Recruitment Outreach

**Summary:** Ms. Carter is an accomplished leader in the areas of full life cycle recruitment and recruitment operations. She has over 20 years of experience as a specialized, technical recruiter who has built numerous mission critical teams within the STEM sectors - advanced technology, energy, satellite communications, national security and federal service. Ms. Carter impacts the bottom line by delivering prompt and high touch service, creating innovating recruitment solutions, and executing strategic recruiting plans while serving the needs of management. She has an innate ability to build rapport quickly with candidates to engage and close them with her high energy, down to earth personality.

### Full Life Cycle Recruiting

- Designed and managed effectively the entire recruitment process from developing strategic sourcing plans, scheduling interviews, orchestrating the background and security clearance process, developing compensation packages and onboarding new hires while managing the expectations of the hiring managers and candidates.
- Used recruiting tools such as social media sites, Boolean search strings, job boards, state's and veteran re-employment centers, research databases, and professional organizations to generate pipelines of passive candidates.

### Recruitment Operations Development & Management

- Developed and implemented several comprehensive recruitment programs.
- Wrote a requirements document to evaluate applicant tracking system vendors – costs, features and benefits.
- Configured several applicant tracking systems to streamline the recruitment process and to capture compliance data for the OFCCP, EEO and Affirmative Action, Vet100 reports.
- Developed a vetting form to capture job fair attendees' information (salary, clearance, work locations and other relevant data) to streamline the backend sorting process.
- Created and implemented several recruitment budgets to include developing vendor management system.
- Developed and prepare weekly recruitment reports – time-to-fill, source of hire, cost of hire.
- Managed a virtual team of eight recruiters and sourcers

### Recruitment Outreach

- Built strategic alliances and developed recruiting events in conjunction with community based organizations and targeted business leaders to increase company's community presence.
- Developed strategic email, marketing campaigns to advertise job descriptions to veterans and professional organization community members
- Developed an informal mentorship program with STEM college students and entrepreneurs by providing on-going professional counseling, access to Ms. Carter expansive network and encouragement.

### Proposal Management

- Provided talent acquisition support to proposal/capture teams which include developing recruiting plans, creating resume templates, deciphering labor categories into job descriptions, and managing the resumes submission process.
- Researched, identified and tracked future business opportunities and conducted a SWOT analysis to determine bid /no bid decisions.

## Employment History

**Jan 19 to Present: Aalis Management Consulting, Alexandria VA** **VP of Operations**  
Ms. Carter provides executive leadership in the areas of business development, business operations and talent acquisitions:

**Oct 2015 to Sept. 2018 : Trace Systems, Vienna, VA** **Sr. Technical Recruiter**  
Ms. Carter recruited technical personnel for various telecommunications programs to include satellite operators, information technology personnel (hardware, system, network, database, and software engineer) and electronic technicians. She developed and implemented technical screening scripts to determine the technical proficiencies of network and systems engineering candidates which significantly increased the hiring rate.

**Feb 2007 to Present : Vesper Wave Solutions, Tampa, FL** **Managing Partner**  
As a recruiter who owned a small boutique recruitment firm, Ms. Carter has been instrumental in assisting executive leaders and program managers meet their technical, workforce demands.

### (Partial Listing of Projects)

**Vesper Wave Solutions, LLC , Springfield: Workforce Project Organizer** **Jan 2015 to Feb 2016**  
Ms. Carter is collaborating with a small group of workforce development analysts, researchers, statisticians and small business owners to develop workforce readiness business models and curriculum to increase the employability of millennials, unskilled people and people with disabilities.

**National Society of Black Engineer(NSBE), Alexandria, VA: Career Services Volunteer** **Feb 15 to Mar 2015**  
Ms. Carter provided day-to-day management of the career services area during the week long spring conference in March. In addition to the duties of managing industry leaders schedules and ensuring that the room was fully prepared, Ms. Carter provided coaching to college students in the areas of interviewing and resume writing.

**NCI Information Systems, Reston, VA: Proposal Contract Recruiter** **Dec 2014 to Jan 2015**  
Ms. Carter completed a short-term contract to recruit for an IT proposal effort.

- **Agency: Intelligence | Clearance Level: TS/SCI**
- **Labor Categories: continuity of government, service desk manager, VTC manager, enterprise print manager, operation engineering manager, security service operation manager and information assurance.**

**Concord Crossroad, Dumfries, VA: Contact Recruiter** **Jun 2013 to Present**  
Ms. Carter provides on-going surge recruitment support for proposal efforts.

- **Agency: DoD | Clearance Level: Secret to TS/SCI**
- **Labor Categories: antiterrorist subject matter experts, physical security analysts, and program managers**

**Large System Integrator, Reston, VA: Contract, Proposal Recruiter Manager** **Summer 2013**  
Vesper Wave's team (three recruiters and two sourcers) provided 80 fully vetted resumes (resumes and letter of intents) for a proposal effort to support an overseas construction/facilities management contracts:

- **Agency: Intelligence | Clearance Level: TS/SCI Full Scope Poly**
- **Labor Categories: constructions managers, electricians, general labor, facilities engineers, HVAC technicians , plumbers and other tradesmen.**

**Large System Integrator, Reston, VA: Contract, Proposal Recruiter Manager** **Spring 2013**  
Vesper Wave's team (two recruiters and one-sourcer) provided 15 fully vetted resumes for intelligence proposal effort to support a big data program.

- **Agency: Intelligence | Clearance Level: TS/SCI Full Scope Poly**
- **Labor Categories: Exadata enterprise architect, Exadata database engineers, network engineers, system engineers, software engineers and duty project manager**

**Binary Group, Arlington, VA: Corporate Recruiter** **March 2012 to Feb 2014**  
 Vesper Wave's team ( Ms. Carter and a senior recruiter) developed and managed Binary Group's recruiting department by providing full life cycle recruiting, evaluating and implement ICIMS, an applicant tracking system, and proposal management services . The team was instrumental in hiring 35+ professionals

- **Agencies: DoD, Intelligence, Federal | Clearance Level: Secret to TS/SCI**
- **Hired 7 key corporate personnel: recruiting manger, attorney, interim HR manager, sales manager, business developer, marketing assistant, and accountants:**
- **Hired 25+ personnel: Federal Financial Management (budget analysts, financial managers, and cost analysts) and Information Technology (enterprise architect, software engineers, network engineer, and multi-media specialists)**

**Attain, McLean, VA: Contact Recruiter** **Spring 2010 / Summer 2010**  
 Ms. Carter was instrumental in quickly building a SAP work team to support a newly funded Army's AESIP contract in Picatinny Arsenal, New Jersey. Additionally, she recruited for several civilians health agencies and ARMY MEDCOM contracts

- **Agency: DoD | Clearance Level: Public Trust - Secret**
- **Hired 10 personnel : 1- SAP enterprise architect, 1- data Architect, 2- ABAP programmers, 2- Netweaver architect, 2- Basic engineers, 1- system administrators and 2- traumatic brain injury nurses**

**Six3Systems/ Harding Security Associate, Vienna, VA: Contract Recruiter** **Fall 2009/ Winter 2010**  
 Ms. Carter was hired for two short term contracts to support a large OCONUS, Army's intelligence analysts contract. Built a pipeline of 15+ analysts who were fully vetted and ready to deploy within 48 hour notice.

- **Agencies: DoD & Intelligence Clearance Level: Secret to TS/SCI**
- **Hired 30 personnel for varies intelligence contracts: Analysts -HUMINT, SIGINT, counter intelligence, biometric, and Counter-IED**
- **Received the Golden Mike award for responsive recruiting.**

**Invertix, McLean VA: Talent Acquisition Manager / HR Manager;** **July 2007 to Dec 2008**  
 Ms. Carter maintained a dual role as a Talent Acquisition Manager and HR Manager to support an aggressively growing government contractor. She was instrumental in establishing a streamlined recruitment process, implementing SmartSearch, an applicant tracking system, and hiring over 60 cleared, technical professionals.

- **Agencies: Intelligence, DoD, Federal | Clearance Level: Secret -TS/SCI Full Scope**
- **Hired 12 IT professionals to support Army's INSOM contract : web/software engineers, network engineers, database engineers, database system engineers, and duty program manager.**
- **Hired 14 engineers to support electronic warfare SBIRS contract: program manager, electrical engineers, electronic engineers, PCB designers, antenna design engineers software engineers, manufacturing engineers, electronic technicians and several interns**
- **Hired 3 key corporate personnel: controller, accountant, and HR manager**
- **Hired 30+ personnel for the DoDIIS/EPMII/Intelligence contracts: intelligence analysts, program managers, enterprise architects, software engineers, network engineers, acquisition specialists and administrative assistants.**

**L-3 Com, Tinsley Lab., Richmond VA, Contract Technical Recruiter** **Oct 2006 to Feb 2007**  
 Ms. Carter provided full-life cycle recruitment to build the work team for the James Webb Space Telescope (JWST) project. She effectively used outreach programs with Beale AFB, Intel Corporation outplacement services, and local vocational colleges to feed the candidate's pipeline in which she conducted over 500 face-to-face interviews within four months. Additionally, she manually prepared the OFCCP and EEO reports.

- **Agency: NASA | Clearance Level: Interim Secret**
- **Hired 32 personnel for the JWST contract:: 20 - Specialized CNC machinists, 10 metrology technicians and 2 optics engineers.**

### Other Notable Recruiting Projects

Companies	Positions Recruited For
Apple Computer	Marketing Communications Specialists/Managers, Web Designers, Software Engineers, Product Managers, Product Launch Specialists/Managers, College Interns
Seagate	Tribologists, Physicists, Chemists, Electrical Engineers, and Process Engineer
Microsoft & other Silicon Valley Start up	Software Engineers, Database Engineers, Web Designers, Network Engineers, Multi-media Engineers, and others

#### Volunteer Service

- 10/19 to Present    **ROBOFEST, Event Coordinator**
- 9/15 to 3/16        **McLean Bible Church, Career Ministry Network – Career Advisor**
- 1/14 to 9/16        **Spirit of Faith, Christian Center, Youth Business Plan Instructor**
- 1/14 to 3/14        **National Society of Black Engineer, Career Service Volunteer**
- 12/11 to 12/14    **Leiland Community (low income senior housing community), Fundraiser Member**
- 9/10 to 12/13      **Virginia Master Naturalist, Water Quality Monitor**

#### 9/08 to Pres        **Veteran Transition Classes, Conduct Job Readiness Development Classes**

- Designed coursework to teach job seekers how to conduct an effectively job search. Coursework includes: how to write an effective resume, how to use social media to uncover the hidden job market, and how to develop your personal brand.

#### 9/08 to Pres    **Youth Mentor (informally mentor 8 students per year)**

- Provide ongoing mentorship to young adults and youth in the areas of academics, finance, career and personal development.

#### Education:

- BS Business Administration, Central Washington University, Ellensburg, WA
- Cal Poly Pomona, Pomona, CA – Chemical/Environmental Engineering and Cultural Diversity – non degree
  - Intensive chemical engineering training (project management, technical writing, and employees training) in a manufacturing and research and development environment.
- **Engineering CO-OP Programs : Boeing, Chevron, Kimberly Clark, & So. California Gas Company**
  - Performed feasibility studies, scopes reviews and cost benefit analysis to research, analyze, and compiled data to formulate engineering and business solutions.
  - Developed resource allocations reports to construct implementation plans. Provided input to management with respect to training needs for personnel and resource allocations.
  - Developed and implemented project recovery plans for off-scheduled and unanticipated events.
  - Interfaced with customers and / or third party vendors to ensure completion of contract implementation and contract compliance; maintained on-going relationships with customers and vendors.
  - Wrote request for proposals and negotiated contracts with vendors and suppliers.
  - Developed and wrote training manuals (standard operation procedures) and trained personnel on scientific equipment and other processes.
  - Provided the technical data and compiled preliminary reports to senior engineers for filing environmental reports with regulatory agencies such as OSHA, and EPA.

**Computer Experience:** Proficient in the use of: MS Word, Excel, PowerPoint, Publisher, Lotus Notes, Internet Research, Outlook Express, ACT, Fed Biz Ops, Deltek, SmartSearch, Resumix, Taleo, ICIMS, JobVite, QuickBooks, ACT!, Meeting Maker - Mac & Windows Operating Systems

**Affiliations:** Armed Forces Communications and Electronic Association (AFCEA), Institute of Electrical and Electronics Engineers (IEEE) Community Business Partnership (CBP), Virginia Procurement Technical Assistance Program (VA PTAP), Local Veteran Employment Commission – Transition Assistance Program (TAP)