



# CITY OF ORLANDO

## APPLICATION FOR EMPLOYMENT

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Date Applied: July 30, 2013

Name: Borkon, Craig H.

Address: 7 West Preston St, Orlando, Florida 32804

Home Phone: (561)706-6383 Alt Phone: \_\_\_\_\_ DL Class: \_\_\_\_\_

Email: craig.borkon@cityoforlando.net cborkon@gmail.com

Have you ever been employed anywhere under any other name(s)? No

If yes, please list name(s): \_\_\_\_\_

Position

Applied For: Venues Assistant to Director Req#: 13-133 Minimum Acceptable Salary: \$ \_\_\_\_\_

How did you hear about this position?

### 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 dates of attendance, credit hours completed, type of degree, and major/minor. Be sure to answer "HAVE YOU GRADUATED?" List all technical and/or trade courses or programs you have completed.

Please indicate highest level of education:

Name/City, State of College	Dates Attended From - To	Credit Hours Completed Indicate Unit of Measure	Have you graduated? (if blank or future date, then NO)	Type of Degree	Major/Minor
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Technical skills or other training acquired or certificates, competency cards, or trade licenses you possess:

### Personal Data

1. Have you ever been employed by the City of Orlando prior to this application? No
2. Does the City of Orlando employ any relative (by blood or marriage) or cohabitant of yours? No IF YES, give name/relationship, and department where they work.
3. Have you ever been convicted of a felony? No IF YES, give offense, date, county, state, and sentence for each conviction:  
More? No

### Previous Employment

Please give complete name and address of all employers including military employment. Dates of employment, salary history, name, and phone number of immediate supervisor must be included. Describe major duties performed and types of machines or equipment operated. 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. Also, account for all periods of unemployment. Omission of employment information will result in disqualification or dismissal.

## Applicant Acknowledgement

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You are required to sign and date your application. Falsification or omission of information will result in rejection of the application or dismissal if you are employed by the City of Orlando. In addition, an individual may be subject to prosecution under Orlando City Code Section 43.16, False Information. Your signature also authorizes the City of Orlando to request criminal checks from local, state, and federal agencies; and employment and educational information/verification from your existing and previous employers and educational institutions. All job offers with the City of Orlando are contingent upon satisfactory completion of a background check and a physical examination by an agency determined by the City. The physical examination includes screening for the presence of illegal narcotic substances.

Date Signed: 8/14/13

Electronic Signature: *Craig Borhon*

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THE CITY OF ORLANDO IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, RELIGION, COLOR, AGE, GENDER, NATIONAL ORIGIN, OR DISABILITY.

EXPERIENCE

City of Orlando April 2013- Present  
 Venues Assistant to the Director  
 • Perform professional, administrative, and supervisory work assisting the Executive Director of the Orlando Venues in routine and special projects  
 • Serve as a liaison and representative of the Orlando Venues for major events such as NCAA events, Arena Bowl, and Central Florida Sports Commission-sponsored events  
 • Assist in the planning, coordination, and marketing operations of Amway Center

CB Consulting February 2011-April 2013  
 President  
 • Develop and implement strategic plans for political and social issue campaigns  
 • Coordinate events and press conferences to achieve market exposure for clients both in print and TV  
 • Facilitate staff trainings and retreats  
 • Build organizational membership through social media and direct outreach  
 • Create and give presentations to targeted communities on specific issues pertaining to client needs  
 • Develop and oversee budget for clients

Clients:  
 • Bill Nelson for U.S. Senate Campaign, Statewide Political/Outreach Director  
 o Oversaw all political and outreach of statewide campaign including African American, Hispanic, senior and women's outreach programs.  
 o Planned and executed statewide tour of political and earned media events, culminating in a final three week/25 event tour  
 o Directed coordinated campaign; primary liaison to the presidential campaign and other campaigns, elected officials and organizations.  
 • Buddy Dyer for Mayor of Orlando Campaign, Campaign Manager  
 o Managed implementation of \$850,000 budget  
 o Led communications efforts including development and implementation of earned and paid media comprising television, radio and print advertising.  
 o Oversaw fundraising efforts to ensure goals were reached  
 o Created community outreach plan to campaign message was disseminated on a personal level.  
 o Developed social media plan and ran all aspects including email correspondence, database management and Facebook strategy.  
 • Sunstream Strategies, Senior Associate

Services Provided:  
 o General consulting and finance including development and implementation of overall budget  
 ? Geraldine Thompson for Florida Senate Campaign  
 ? Louie Granteed for Sheriff Campaign  
 o Communications/Earned Media Events  
 ? Know Your Care/Protect Your Care

Florida Democratic Party June 2010-December 2010  
 Statewide Director of Vote By Mail and Special Projects  
 • Supervised statewide outreach programs with a budget of \$500,000  
 • Developed and implemented all aspects of programs, including drafted and executed community outreach plans, supervised day-to-day programs and staff, created and monitored reporting and tracking systems, achieved daily and overall goals  
 • Managed such programs as:  
 o Vote by Mail - Coordinated the delivery of direct mail and paid phone calls over a six-week period to more than 500,000 voters in the 67 Florida counties  
 o Paid Canvass/Minority Outreach - Led staff and volunteers to reach over 350,000 households across Florida, focusing on Hispanic and African American outreach

Ron Klein for Congress, Field Director/Political Director  
 • Developed community outreach operation  
 • Implemented day to day operations including staff development and training  
 • Planned fundraising events of over 200 attendees

Democratic National Committee Jan 2009 - June 2010  
 Deputy Field Director, Organizing for America (OFA)  
 • Led outreach and political operations in South Florida  
 • Trained and supervised staff and significant numbers of volunteers  
 • Represented the DNC speaking at meetings, panels, and other public engagements

Obama for America June 2008- Dec 2008  
 Field Organizer, Boca Raton, Florida  
 • Directed all campaign activities, special events, outreach and data reporting  
 • Represented campaign to various constituencies on key policies  
 • Assisted in the planning and execution of events and rallies featuring high-level state and national leaders  
 • Managed registration drives, phone banks and canvasses

Mortgage Consultant July 2003- June 2008

- Worked for four national and local mortgage companies
- Top-three producer for six consecutive months at Lending Tree Loans
- Experienced in loan origination, operations and employee training at First Rate Mortgage

Conflict Resolution Program Manager January 2000 -- June 2003

Responsible Fatherhood Initiative of Palm Beach County

- Created and implemented a conflict resolution/anger management program for middle and elementary schools in the Palm Beach County School District.
- Responsibilities included: creating the curriculum, implementing the program in schools and serving as liaison among program, school board and stakeholders

#### EDUCATION

- University of Central Florida
- Palm Beach Community College, AA Degree

#### COMMUNITY INVOLVEMENT

- Haitian Relief Efforts- Special Project for Organizing for America
- Boca Helping Hands
- Father of the Year, Palm Beach County Board Member
- FatherFest Board Member
- Children's Miracle Network

CERTIFICATION. My electronic signature (below) certifies that my answers to the supplemental questions below are true and complete to the best of my knowledge. I understand that falsification or omission of information will result in rejection of my application or dismissal if I am employed by City of Orlando. I also understand that an individual may be subject to prosecution under Orlando City Code Section 43.16, False Information.

Are you a current City of Orlando employee?

Yes

What is your highest education level attained?

Associate degree or equivalent (60 semester credits or greater) but less than 120 semester credits

Do you have a bachelor degree (or greater) in business or public administration ?

No

How much experience in public arena or multi-use facilities do you possess?

Some but less than four years

A valid driver license is required for this position. If you have a FLORIDA driver license, enter your driver license number (no dashes or spaces) and expiration date in the space provided. Please follow the format shown in the EXAMPLE.

Example: X123123121230 Exp 01/01/2016

If you have a driver license from another state or country, enter OTHER STATE in the space.

If you do not have a valid driver license at the present time, enter NONE in the space.

B625108782910

Electronic Signature: I certify that the foregoing answers are true and complete. [Type your name in the space provided.]

Craig Borkon

Craig Borkon

13-133

7/30/13

# CRAIG H. BORKON

561-706-6383

7 West Preston St. Orlando, Florida 32804

cborkon@gmail.com

## EXPERIENCE

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February 2011-Present

#### President

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  - Services Provided:
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