

John P. Moss, J.D., CPFIM

470 Crestwood Avenue
Wadsworth, Ohio 44281
330-620-6916

April 12, 2012

RE: Key West City Manager Position

Dear Selection Committee:

Please consider me for the position of City Manager. I have a bachelor's degree in Business Management, Juris Doctoral Degree in Law and 16 years experience in local government at the director level, answering to multiple authorities. I have experience in disaster management and NIMS certifications for 100, 200, 300, 400, 700 and 800 levels.

Overseeing \$100 million dollars a year in government financial activity, I have an exceptionally strong background in all areas of budgeting, financial planning and financial management. This includes forecasting, cost control, accounts payable, accounts receivable, tax collection, financial reporting, computer systems, fraud control, risk management and the construction of utility infrastructure, roads and buildings. I have experience in union contract negotiations as well as the disciplinary process. I have managed in all areas of public services and have managed contractual services.

Skills I learned practicing law include analysis, logic, problem solving, negotiating, dispute resolution, team building and persuasion. Oral, written and media communication skills, both interpersonal and presentation have been tested and improved in 16 years of government experience. Learning to balance competing interests, build and maintain working relationships of employees, managers, mayors, elected officials, citizens and business leaders has been rewarding.

I have always been very involved in the communities where I live and work and have never been a 9 to 5 employee. I have friends and family living in Key West and have been visiting and boating there for 23 years. With untold time in Key West, I am very familiar with the community, its diversity, military ties, tourism industry and history. Becoming an active member of the Key West community is an exciting opportunity. Thank you for considering me.

Respectfully submitted,

John P. Moss

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Experience:

City of Norton- Finance Director, Assistant to City Administrator
April 2006 to present.

City of Wadsworth- Auditor
January 1996 to present

Private Practice- Attorney at Law
1988 to present

Education:

1987 Juris Doctorate Degree, Blake McDowell School of Law

1984 Bachelor of Science, Industrial Management, The University of Akron

Continuing Education:

- Certified Municipal Officer Training,
- Emergency Management/ NIMS,
- HIPAA,
- Public Finance,
- Investing Public Funds,
- Cash Handling,
- Banking Relations,
- Fund Accounting,
- Federal Grant Accounting,
- Budgeting,
- Tax Administration,
- GAAP,
- Financial Reporting,
- Municipal Finance Software,
- Excel and Access,
- Payroll,
- Employee Behavior,
- Construction Management,
- City Planning and Zoning,
- Public Records,
- Safety Services,

- Negotiating,
- Blue Sky Laws, and
- Ethics.

Professional Organizations:

- Chamber of Commerce
- Main Street Wadsworth
- Ohio Association of Public Treasurers,
- Pres. and Board of Directors of Municipal Finance Officers Association,
- Government Finance Officers Association,
- Ohio Government Finance Officers Associations,
- Ohio Association of Tax Administrators,
- City Records Commission,
- City Investment Committee,
- Community Investment Corporation,
- Business Development Task Force,

Awards:

- Excellence in Financial Reporting
- Making Tax Dollars Count

Community Involvement:

- BOD and Pres., Menwa Senior Apartments
- Volunteer and Chairman, Gus Macker 3v3 Basketball Tournament
- Downtown Merchant's Association
- Cider Festival
- Garden State Fireworks Volunteer
- Lions Club
- Eagles, Leidertoffle, Hungarian and Slovene Clubs
- Soccer Coach and Referee
- Medina County Citizens for Good Government PAC
- Community Television Producer

References:

Available on request.