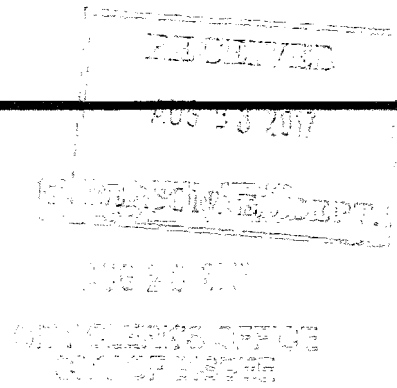


**Nina Williams**

**From:** noreply@civicplus.com  
**Sent:** Monday, August 28, 2017 8:01 AM  
**To:** Nina Williams  
**Subject:** Online Form Submittal: Job Application



## Job Application

### Personal Information

First Name	William
Last Name	Lawrence
Address1	[REDACTED]
Address2	Field not completed.
City	Union
State	Maine
Zip	04862
Phone Number	[REDACTED]
Email Address	[REDACTED]
Have you ever been convicted of a violation of the law other than a minor traffic violation?	No
Are you eligible to work in the United States?	Yes
Upload Your Resume	<a href="#">William Lawrence new CM new resume.docx</a>

### Position Information

Which position are you applying for?	City Manager
Type of employment desired	Full Time
Saraly desired	85,000

Company Town of Howland  
Position Town Manager  
Supervisor Andy Leblanc  
Phone Number [REDACTED]  
May we contact your previous supervisor for a reference? Yes  
Address 8 Main Street, Howland, Maine 04448  
Responsibilities • Prepared, present and monitor the operating budget. Media Relations • Project Manager for the Town working with the Penobscot River Restoration Trust that built an 18 million dollar fish-by pass on the Piscataquis River that will allow the Atlantic Salmon to migrate up the river. • Promoted several community projects such as a Farmer's Market, Family Fun Day and Community Walk. • Grant Writer for feasibility market study on economic development for the Town of Howland.

Employed From - To (Date) 6/30/15 to 6/1/16

Salary 58,500

Company Town of White Springs  
Position Town Manager  
Supervisor Rhett Bullard  
Phone Number [REDACTED]  
May we contact your previous supervisor for a reference? Yes  
Address 10363 Bridge Street, White Springs Florida 32096  
Responsibilities • Managed the operating budget, personnel management, economic development and serve as the planning & zoning administrator. • White Springs is one of 4 small towns in Florida designated in the new Competitive Florida Partnership that works with the Department of Economic Opportunity to

Hours of work (per week) 40  
desired

How did you hear about the position? Strategic Government Resources

**Education**

High School Mattanawcook

Address Reed St. Lincoln, Maine

College University of Maine

Address Augusta, Maine

Degree Criminal Justice

Other *Field not completed.*

Address *Field not completed.*

Degree *Field not completed.*

**Employment History**

(From Most Recent)

Company Town of Warren

Position Town Manager

Supervisor Jim Kinney

Phone Number [REDACTED]

May we contact your previous supervisor for a reference? No

Address [REDACTED]

Responsibilities

- Prepare & present the operating and capital budgets. Media Relations
- Manage day to day operations
- Personnel Director
- Negotiate contracts with unions and vendors
- Grant writer currently received DOT Bridge Grant for a Smart Stream Project.
- Attracted businesses

Employed From - To (Date) 6/01/2016 to current

Salary 70,000

enhance those opportunities in small rural towns. • Written  
FLDOT grant for road resurfacing. • Coordinate with the Town  
Attorney and Council on legal matters. • Attracted Businesses

Employed From - To (Date) 7/2014 to 6/2015

Salary 49,000

**References**

Please list three professional references.

Full Name Mark Fucile  
Relationship Work together  
Company Town of Lincoln  
Phone Number [REDACTED]

Full Name Chirts Steven  
Relationship Supervisor  
Company Town of Lincoln  
Phone Number [REDACTED]

Full Name Steve Clay  
Relationship Supervisor  
Company Town of Lincoln  
Phone Number [REDACTED]

**Disclaimer & Signature**

*I certify that my answers are true and complete to the best of my knowledge and that intentional misrepresentations or omissions may be cause for the rejection of my application and that if hired I may be released from employment.*

*I understand that the company may require me to successfully complete a pre-employment drug and alcohol test and a background check as a condition of employment and that continued employment may be based on the successful completion of similar tests.*

*Your electronic signature below indicates your agreement with the following statements: By typing my name in the following box and clicking submit button I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my employment application and information.*

**Applicant Signature**                      William R. Lawrence

Email not displaying correctly? [View it in your browser.](#)

William Lawrence

[REDACTED] Union, Maine 04862

Telephones: [REDACTED]  
[REDACTED]

**SUMMARY:** Accomplished manager looking for a long term commitment that fits my skill set as a visionary and creative problem solver. My philosophy on leadership can be summed up by this phrase. It's my passion to make a difference with other.

**ACOMPLISHMENTS:**

- Increased case clearance rate from 9% to 47%
- Decreased crime rate by 15%
- Established 5 Community Policing Programs
- Reduce Budget by 25% & Increased Revenue by 10%
- Created over 100 Jobs
- Brought in 9 new businesses
- Created regions first job fair
- Promoted Community Events
- Established relationships within and outside of the community
- Promoted the community through the media & social media outlets
- Created team atmosphere showing value of all staff members

**EXPERIENCE:**

06/2016 – present: **Town Manager for the Town of Warren, Me.**

- Prepare & present the operating and capital budgets. Media Relations
- Manage day to day operations
- Personnel Director
- Negotiate contracts with unions and vendors
- Grant writer currently received DOT Bridge Grant for a Smart Stream Project.
- Attracted businesses

07/2015 – 6/2016: **Town Manager for the Town of Howland, Me.**

- Prepared, present and monitor the operating budget. Media Relations
- Project Manager for the Town working with the Penobscot River Restoration Trust that built an 18 million dollar fish-by pass on the Piscataquis River that will allow the Atlantic Salmon to migrate up the river.
- Promoted several community projects such as a Farmer's Market, Family Fun Day and Community Walk.

- Grant Writer for feasibility market study on economic development for the Town of Howland.

**07/14 – 6/2015: Town Manager for the Town of White Springs, FL.**

- Managed the operating budget, personnel management, economic development and serve as the planning & zoning administrator.
- White Springs is one of 4 small towns in Florida designated in the new Competitive Florida Partnership that works with the Department of Economic Opportunity to enhance those opportunities in small rural towns.
- Written FLDOT grant for road resurfacing.
- Coordinate with the Town Attorney and Council on legal matters.
- Attracted Businesses

**04/2011 – 07/2014 Police Chief/Town Manager for the Town of Lincoln, Me.**

- Manage the day to day operations of a full service municipality. Media Relations
- Served as Economic Development Director.
- Negotiated Police & Fire Union contracts
- Negotiated contracts for TIFs on Economic Development projects.
- While serving in Lincoln, we created 90 retail jobs and increased our tax base.
- Written COPS Federal Grant and several smaller grants.

**02/2003 – 04/2011 City of Bangor Maine Police Department**

- Served as a police officer and detective.
- Bangor Housing Authority Liaison Officer for 5 years. We developed relationships with the residence, school, businesses and the housing authority which led to the decrease in crime in the public housing neighborhood.

**05/1996-04/2003 Adjunct Instructor for Beal College in the Law Enforcement Program.**

- Instructed several courses and classes on a part time basis for over 7 years.

**02/1996 – 2/2003 Lieutenant of the Law Enforcement Division, Penobscot County Sheriff's Office.**

- Supervised a division of 3 patrol sergeants, 4 detectives, and 33 patrol deputies.
- Developed the current command structure and presented the proposal to the County commissioners.

## High Lights of Skills

- **Creative Problem Solver** (Mill shut down laid off over 200 workers. We worked with State and Federal agencies to get the laid off workers signed up for programs. We brought in 90 new jobs to the Town in one year by utilizing our resources.)
- **Fiscal Management:** Prepared & Presented 6 Municipal Budgets. These budgets reflected an increase in revenues and tax base to offset the tax rate and become more efficient.
- **Proven Economic Development Experience** (Brought in several businesses that created jobs)
- **Investigations** (Criminal & Personnel)
- Knowledge of Municipal Programs in Maine & Florida
- **Computer-** Microsoft Products Website Development
- **Grant Writing** with State & Federal Programs (COPS Fast Grant, DOT Grants etc.)
- **Collaborative Management Style**
- **Negotiated** labor contracts & with Vendors that reduced cost.
- **Public Speaking** at Schools, Businesses, Hospitals and other social Groups.

## Education:

- University of Maine: Degree in Criminal Justice
- Maine Criminal Justice Academy: Basic Police School
- University of Louisville Southern Police Institute: Homicide Investigation
- National Fire Academy: Arson Investigations
- Northwestern Traffic Institute: Excellence through leadership
- Maine Criminal Justice Academy: Executive Development

**Awards:** Community Policing Fellowship Scholarship: University of Maine  
Edward Bonneau Award from the City of Bangor Jaycees  
Policy King from Partnership for Healthy Northern Penobscot

**Memberships:** Maine Municipal Association  
Maine Town, City, County Management Association  
Florida League of Cities – Past Member  
Mid-Coast Municipal Association