

SCOTT M. HOCKENBERY

Dear Potential Employer,

I would like to submit the attached resume for your consideration. My background has given me the hands-on experience in many facets of public management and policy that I believe would contribute to the goals and objectives of the position.

Currently, I am a senior at the Ohio State University majoring in Political Science, with a minor in Military Science, set to graduate in March 2012.

My previous work experience with the Village of West Jefferson and Madison County, as well as my experience working for the Jefferson Township Fire Department and US Army, has provided me with a strong base of communication knowledge, helped me learn how to develop and work on several projects at once, write about a diverse range of topics, work quickly and efficiently, and master Microsoft Office and other common office tasks.

I am confident you will agree that my experience and educational background positions me to serve as a valuable member of your team. You will see that there is a reason why co-workers look to me for decisions on emergency scenes, I am in a mentoring position in the Army, and my community looks to me to help bring in into the 21st century. I am a natural and well-trained leader. The type of leader I feel your team is looking for.

Thank you in advance for your time and consideration. I hope you will consider me for this position. I look forward to meeting with you and discussing my qualifications in more detail. I am available at 614.668.4377 or via e-mail .

Respectfully Submitted,

Scott M. Hockenbery

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Attached: Resume

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INTERESTED IN EMPLOYMENT

I am a dedicated, well-qualified public servant with a passion for trying to leave the world a better place than I found it. As you will see, I have a unique background with experiences that will greatly benefit your organization. I could be the diamond in the rough that your organization needs. I have excellent written and verbal communication and outreach skills, high-level computer literacy, strong organizational skills, research skills, attention to detail, reliability, assertiveness and willingness to take initiative. I have created and designed several websites in the past. I am an experienced, well-rounded, highly qualified, motivated, and hard-working public servant, who is devoted to my employer to try and make the biggest difference in the world around us that we can.

TRAINED AND SKILLFUL IN...

- ◆ Customer Service Excellence
- ◆ Team Leadership
- ◆ Negotiations / Presentations
- ◆ Marketing Strategy
- ◆ Data Entry and Auditing
- ◆ New Hire Training
- ◆ Account Retention
- ◆ MS Office Applications
- ◆ Research and Evaluation
- ◆ Customer Needs Assessment
- ◆ Profit & Loss Management
- ◆ Website Maintenance and Design

EXPERIENCE AND KEY CONTRIBUTIONS

Jefferson Township Fire Department **1997 to present**

Firefighter/Emergency Medical Technician Basic

- ◆ Provide fire, rescue, and medical services to the community
- ◆ Instruct educational programs for children and adults
- ◆ Conduct home and business safety inspections

Ohio Army National Guard **2006 to present**

Combat Medic – MOS 68W10

- ◆ Provide medical treatment to soldiers in hazardous and difficult environments
- ◆ Maintain medical treatment often in the absence of other medical professionals
- ◆ Perform treatment, take vitals, obtain blood and fluid, conduct surgical procedures

Village of West Jefferson, OH **2004 to 2010**

Mayor / Safety Service Director / Previously Vice President of Council

- ◆ Chief executive, and the official and ceremonial head of Municipality of 4700
- ◆ Responsible for all departments, administrative officers, and other boards
- ◆ Accountable to see that all laws are enforced.

Madison County Emergency Management Agency **2003 - 2005**

Assistant Director of Emergency Management

- ◆ Instructed First Responder Courses to civilians and professionals
- ◆ Coordinated deployment of local first responders to hurricane stricken areas
- ◆ Collaborated with local police, fire, and health organizations on grants and training

Federal Emergency Management Agency **2002 - 2003**

Grants Management Specialist

- ◆ Analyzed program statistics to improve fairness of distribution of funds
- ◆ Studied other federal programs for similarities
- ◆ Communicated with fire departments throughout the US on daily basis

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ACADEMIC BACKGROUND

The Ohio State University, Columbus, Ohio

5 classes from receiving Bachelor's Degree in Political Science

- ◆ Major: Political Science
- ◆ Minor: Public Administration

United States Army Medical Department, San Antonio, TX

Army Combat Medic and Health Care Specialist – 68W10

- ◆ Nationally Registered Emergency Medical Technician
- ◆ Additional Training exceeding that of EMT-I

The Ohio Fire Academy, Reynoldsburg, Ohio

Training and certification through the State of Ohio

- ◆ Professional Firefighter Level I and II, Graduated 8th of class of 40
- ◆ Nationally Registered Emergency Medical Technician, Graduated 1st out of class of 15

Columbus State Community College, Columbus, Ohio

Two years of various course work towards degree

- ◆ Currently set to begin EMT-P Course
- ◆ Completing the Emergency Medical Services Associates Degree

AFFILIATIONS AND COMMUNITY INVOLVEMENT

National Registry of Emergency Medical Technicians, Jefferson Township Firefighters Association, Madison County Training Counsel, WJ United Methodist Church, Chandler Lodge No. 138 F&AM, Valley of Columbus, Lions Club, VFW Post 7005 Men's Auxiliary, Ohio Mayors Association, Heritage Ohio, Madison County Chamber of Commerce, Madison County's Future CIC, WJ Community Association, West Jefferson Youth Athletic Association, Jefferson Local Schools PTO, Boy Scouts of America Troop #121

REFERENCES

References are available upon request