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City of Lincoln Appointment Application

The purpose of this form is to obtain general information for use in the nomination and confirmation process for appointments by the Mayor and to assist the Mayor in making inquiries concerning the qualifications of applicants for appointments. If you have recently prepared a biography or resume, PLEASE ATTACH IT TO THIS FORM.

Complete both sides and return to: Mayor's Office, 555 South 10th Street, Lincoln NE 68508. FAX: 441-7120

PERSONAL INFORMATION

NAME (please type or print last name, first name, and middle initial)

Mr. Ms. Miss. Mrs. Antonio Marquez, Jr

729 S. 37th St. Lincoln NE 68510 Lancaster
Legal Residence Street City State Zip County

507 J Street Lincoln NE 68508 Lancaster
Business Address Street City State Zip County

Residence Telephone (402) 435-3009 Business Telephone (402) 476-0013

Applicant Occupation Sec/Treas and Co-Owner Employer TMCO, INC

E-mail Address tmarquez@tmcoinc.com

To assist in the selection, you are asked to voluntarily provide information which is necessary for statistical reporting purposes. Under State and Federal Law, this information may not be used to discriminate against you.

Affirmative Action Information: Sex Male Female Racial/Ethnic Background Hispanic

EDUCATION

Schools attended including High School

School Location Dates Major/Degree
Wyandotte High School Kansas City, KS 1956-1958

Kansas State University Manhattan, KS 1958-1964 B.S. Business/Acctg. & Hotel Mgmt

Optimist Club -Lincoln, NE

PRESENT OR PREVIOUS COMMUNITY/VOLUNTEER ACTIVITIES

Optimist Club - Lincoln

Boy Scouts

TMCO, INC

DEC 04 2006

EMPLOYMENT

TMCO, INC Lincoln, NE 1978-Present
Employer Location Dates

Commercial Fed Savings & Loan Omaha, NE 1972-1978

Notifier Co. Lincoln, NE 1968-1972

RESUME
December 4, 2006

Antonio Marquez, Jr.
729 South 37 Street
Lincoln, Nebraska 68

Phone: 435-3009

EDUCATION:

Graduate of Kansas State University, Manhattan, Kansas. Received B.S. in Business Administration in 1963 with 15 hours of accounting courses. (Completed accounting courses at night schools equivalent to an accounting degree.) Received second degree in Restaurant Management from Kansas State University in 1964.

EXPERIENCE:

9/78 to Present Secretary/Treasurer and Co-Owner of TMCO, INC in Lincoln, Nebraska.

7/72 to 9/78 Controller of Union Loan and Savings Association. Responsibilities included preparation of all financial reports and supervision of the accounting activities including teller transactions and postings.

On April 1, 1975, Union Loan and Savings merged with Commercial Federal Savings and Loan Association. I was transferred into Internal Auditing as the Assistant Auditor. Overall responsibilities include performing independent appraisals within the association to review and evaluate the effectiveness of the system of internal control and to determine compliance with corporate policy and procedures, perform special audits as requested by management and report findings to them, and perform branch audits throughout the state.

2/72 to 7/72 Controller and Office Manager of Energy Enterprises Corporation with the responsibility of supervising the preparation of financial statements and implementing accounting and office procedures.

10/68 to 2/72 Assistant to the Controller of Notifier Company, subsidiary of Emhart Corporation with responsibility for supervising all functions of cost and general accounting and preparation of all financial reports submitted monthly to the parent company.

- 12/66 to 10/68 Towmotor Corporation, subsidiary of Caterpillar Tractor Company. Employed in the general accounting offices with primary responsibility in accounting for the acquisition and disposal of all fixed assets and preparation of yearly capital *asset* expenditure forecasts. Supervised audit clerks in the accounts payable department and assumed responsibilities of the department in the absence of the manager.
- 1/66 to 12/66 Food Service Manager with Saga Administrative Corporation on the Western Reserve University campus in Cleveland, Ohio. Responsible for complete management of the food service operation in feeding 300 Graduate Students and catering to public banquets.
- 8/64 to 1/66 Assistant Manager and Staff Assistant with Blue Boar Cafeterias in Louisville, Kentucky.. Responsible for time and motion studies, collection of cost and quantity data to evaluate the retail price structure of the company and to determine the feasibility of a central commissary. Assisted in training newly hired Manager Trainees through the use of lectures and visual aids.

ACTIVITIES:

Currently on Board of Directors of The Sunrise Optimist Club
Currently on Board of Directors of The Optimist Youth Sports Complex
President of the Sunrise Optimist Club (1977)
Vice President of Sunrise Toastmasters (1976)
Member of the Board of Governors Institute of Internal Auditors (1978)
Program Chairman - Institute of Internal Auditors (1978)
Member of the EDP Auditors Association (1977--78)
Cub Scout Den Leader, Pack #128 (1977--78)