

Interim City Manager

PROFESSIONAL SUMMARY

Versatile Interim City Manager with 10 years of experience stepping into high-stakes leadership roles during periods of transition. Skilled in maintaining operational continuity while preparing the municipality for permanent leadership.

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EDUCATION

Master of Public Administration (MPA)

University of Southern California, Los Angeles, CA / 2011

Bachelor of Economics

California State University, Fullerton, CA / 2007

SKILLS

- Transitional Leadership **Expert**
- Municipal Budgeting **Expert**
- Organizational Change Management **Expert**
- Workforce Development **Expert**
- Public Sector Operations **Expert**
- Infrastructure and Public Service Continuity **Expert**

EXPERIENCE

2022 - 2024

Interim City Manager City of San Bernardino, CA

- Appointed as interim city manager following the retirement of the previous manager, overseeing daily operations for a city of over 215,000 residents.
- Stabilized finances by implementing temporary budgetary controls, reducing non-essential spending by 8% while maintaining critical services.
- Coordinated with department heads to address immediate infrastructure concerns, including a citywide road repair initiative that reduced pothole complaints by 25%.

2020 - 2022

Deputy City Manager – Interim Role City of Riverside, CA

- Led the Riverside city team during a period of leadership transition, overseeing a 0 million budget and 1,800 city employees.
- Addressed short-term operational challenges by streamlining procurement processes and improving departmental coordination, reducing project delays by 15%.
- Provided leadership during the COVID-19 pandemic, ensuring continuity of essential city services and developing new protocols for remote operations.

PROCESS IMPROVEMENT & OPERATIONAL EFFICIENCY:

- Implemented Lean Six Sigma methodologies across city departments, improving operational efficiency by streamlining processes and reducing waste, leading to a 12% cost savings.
- Reorganized the public works department, cutting down the approval process for public projects by 25%, which allowed for faster execution of critical infrastructure improvements.