

Personal Data Record Form

Profile

FOR PUBLIC INFORMATION

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New Applicant or Current Member

☒ New Applicant

Lee
First Name

Burbage
Last Name

[Redacted]
Email Address

Date of Birth

[Redacted]

Place of Birth

[Redacted]

Home Address

[Redacted]
Street Address

[Redacted]
Suite or Apt

[Redacted]
City

[Redacted]
State

22302
Postal Code

[Redacted]
Primary Phone

[Redacted]
Alternate Phone

The Motley Fool
Employer

Chief People Officer
Job Title

Applicants may only apply for ONE board/commission/committee at a time.

Which Boards would you like to apply for?

Commission On Employment: Submitted

Type of Position/Role

Citizen Member

Demographics

Do you currently live in the City of Alexandria?

☒ Yes ☐ No

If yes, how long?

23 Years

Have you ever attended a meeting of the Board or Commission for which you are applying?

☒ Yes ☐ No

Have you ever served the City of Alexandria in any capacity?

☐ Yes ☒ No

If yes, please explain

Interests & Experiences

Statement of Interest/Why You Should Be Appointed

Hello. Thank you for taking the time to review my application. I have begun observing the work of The Commission on Employment. I am only two meetings in and feel the group aligns with my experience and passion for people and their work. I am hopeful I can find ways to help this group and our city whether it is serving on this board and/or in another volunteer capacity. As a 23 year resident of Alexandria and a 25 year Human Resources professional in the area my hope would be you could leverage my service and experience as a resource to The Commission on Employment.. My passion is ensuring people love the work they do. That passion can be seen in the work I have done to lead Human Resources for The Motley Fool as the Chief People Officer here in Alexandria for the last 23 years. The Motley Fool was founded in Alexandria in 1993 and is one of the city's largest employers. We have a culture and workplace recognized as one of the best places to work in America. Through the years I have hired and supported hundreds of Alexandrians either locally or relocating new residents here. I have volunteered as a coach and ESL teacher here in town. Currently I am a regular server at The Carpenter Shelter and supporter of the local organization Together We Bake. I feel I have more I can give to the city I love. This great group seems to be focussed in an area I feel I have service to provide and I know I have deep caring - getting people into a job they love. In 2011 Gallup released their book The Coming Jobs War which highlighted the findings of their most extensive worldwide survey ever. What they found was a universal truth in the world, "What everyone in the world wants is a good job." Jobs define us in society today. People want to be proud of the work they do. They want to be challenged and seen as an earner by their family. Whether it is one person at a time or our company of 625 I want to help as many people as possible reach the goal of finding a good job. The changes happening in the world of work are unlike any I have seen in my career, even surpassing the influence of the internet in the late 90s. We have such an amazing city and offer so much opportunity. I would be a proud member of the Commission on Employment working to navigate the new world of work if you will have me.

Are you currently a member of a City Board, Commission, Committee or Authority?

☐ Yes ☒ No

If yes, please list the board:

How many terms have you served on this board?

If you have served more than two consecutive terms on this board, please state the specific qualifications you possess which merit consideration for continued service:

Have you applied for a position on a City Board, Commission, Committee or Authority in the last six months?

☐ Yes ☒ No

If yes, please state the names of the boards for which you have applied

Upload a Resume

Are you now paid by the City of Alexandria?

☐ Yes ☒ No

If yes, please state your department, job title, and describe your duties:

Do any of your immediate relatives or business associates now serve the City of Alexandria in any capacity?

☐ Yes ☒ No

If yes, please explain:

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☒ Yes ☐ No

If applicable, will you comply with the provisions of the City's conflict of interest requirements in City Ordinance 2867?

☒ Yes ☐ No

EDUCATIONAL BACKGROUND (Please list certificates, diplomas, degrees, seminars, etc.):

BS, Consumer Economics, University of Maryland 1994

SUMMARY OF WORK AND PRACTICAL EXPERIENCE (Please list titles and duties for the past five years):

The Motley Fool - 1998 to present - Chief People Officer Lead People and Culture at one of the highest rated companies to work for in the United States. Working for the CEO & COO. Conceive and implement organizational development programs across the company - ensuring every person is able to do what they do best every day - providing unique and tailored challenges. Drive efficiency in every corner of the business across the world. Bank of America Regional Human Resources Manager 1995 - Dec 1998 Human Resources Manager supporting senior management team and 800 associates across 60 branches and regional offices in Washington, D.C., Maryland, and Virginia in all aspects of Human Resources including; recruiting, training, coaching, consulting, performance management, career development, and analysis. Additional responsibilities included local and national project management.

REFERENCES (Please list names and addresses of four references that you have contacted and support your application).

[Redacted references section]

Non-Discrimination Data Supplemental Questions

By submitting this application electronically, I hereby certify that all information contained herein is true and complete and that the transaction will be subject to the Virginia Uniform Electronic Transactions Act..

SUBMISSION OF THIS PAGE IS VOLUNTARY

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Non-Discrimination Data Supplemental Questions
For Applications to City Boards, Commissions, and Committees

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Date of Application

Ethnicity

Gender

Sexual Orientation

For what Board, Commission, Committee, or Authority are you applying?

Do you live in the City of Alexandria?

Do you have Disability?

If yes, briefly describe the disability?

How did you learn of the vacancy for which your applying?

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New Applicant or Current Member☒ New Applicant

Maura

First Name

Dunn

Last Name

Email Address

Date of Birth**Place of Birth****Home Address**

Street Address

Suite or Apt

City

State

22314

Postal Code

Primary Phone

Alternate Phone

Retired from General Dynamics

Employer

Chief Human Resources
Officer/VP

Job Title

Applicants may only apply for **ONE** board/commission/committee at a time.

Which Boards would you like to apply for?

Commission On Employment: Submitted

Type of Position/Role

Citizen/business rep

Demographics

Do you currently live in the City of Alexandria?

☒ Yes ☐ No

If yes, how long?

20+ years

Have you ever attended a meeting of the Board or Commission for which you are applying?

☐ Yes ☒ No

Have you ever served the City of Alexandria in any capacity?

☐ Yes ☒ No

If yes, please explain

Interests & Experiences

Statement of Interest/Why You Should Be Appointed

I have served on similar boards in RI and CT where I most recently worked for General Dynamics. I spent 16 years as senior VP of Human Resources and have been actively engaged in trying to connect school curricula with employer needs and vice versa. In my tenure I've hired 10K plus people and have continued this work with Together we Bake in Alexandria.

Are you currently a member of a City Board, Commission, Committee or Authority?

☐ Yes ☒ No

If yes, please list the board:

How many terms have you served on this board?

If you have served more than two consecutive terms on this board, please state the specific qualifications you possess which merit consideration for continued service:

Have you applied for a position on a City Board, Commission, Committee or Authority in the last six months?

☐ Yes ☒ No

If yes, please state the names of the boards for which you have applied

[Upload a Resume](#)

Are you now paid by the City of Alexandria?

☐ Yes ☒ No

If yes, please state your department, job title, and describe your duties:

Do any of your immediate relatives or business associates now serve the City of Alexandria in any capacity?

☐ Yes ☒ No

If yes, please explain:

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☒ Yes ☐ No

If applicable, will you comply with the provisions of the City's conflict of interest requirements in City Ordinance 2867?

☒ Yes ☐ No

EDUCATIONAL BACKGROUND (Please list certificates, diplomas, degrees, seminars, etc.):

MBA Averett University, Danville, VA BA University of Richmond, VA

SUMMARY OF WORK AND PRACTICAL EXPERIENCE (Please list titles and duties for the past five years):

CHRO/VP of Human Resources and Administration, General Dynamics Electric Boat (retired) Develop workforce development strategies leading to the hiring of more than 4000 people a year. Oversaw all aspects of Human Resources function for rapidly growing manufacturer and engineering company with more than 17,000 employees. Oversaw real estate and security as well as communications functions and government affairs.

Maura Dunn

REFERENCES (Please list names and addresses of four references that you have contacted and support your application).

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Date of Application

Ethnicity

Gender

Sexual Orientation

For what Board, Commission, Committee, or Authority are you applying?

Do you live in the City of Alexandria?

Do you have Disability?

If yes, briefly describe the disability?

How did you learn of the vacancy for which your applying?

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New Applicant or Current Member

☒ Current Member

Lenwood

First Name

Roberts

Last Name

Email Address

Date of Birth

Place of Birth

Home Address

Street Address

City

Primary Phone

Suite or Apt

State

22312

Postal Code

Alternate Phone

retired

Employer

Job Title

Applicants may only apply for ONE board/commission/committee at a time.

Which Boards would you like to apply for?

Commission On Employment: Submitted

Type of Position/Role

citizen member

Demographics

Do you currently live in the City of Alexandria?

☒ Yes ☐ No

If yes, how long?

45 years

Have you ever attended a meeting of the Board or Commission for which you are applying?

☒ Yes ☐ No

Have you ever served the City of Alexandria in any capacity?

☒ Yes ☐ No

If yes, please explain

I retired on December 2017 after being employed with the City for the past 43 years, in the DCHS' Workforce Development Center. I was the Employment Training Supervisor for Adult and Youth Job Skills and Education Programs, that served economically disadvantaged residents.

Interests & Experiences

Statement of Interest/Why You Should Be Appointed

I have 43 years of experience working with both adults and at-risk youth I could provide more insight on what barriers exist to employment opportunities and proved assistance to families and individuals in becoming self sufficient

Are you currently a member of a City Board, Commission, Committee or Authority?

☒ Yes ☐ No

If yes, please list the board:

Commission on Employment

How many terms have you served on this board?

2

If you have served more than two consecutive terms on this board, please state the specific qualifications you possess which merit consideration for continued service:

To continue providing my experience with addressing promote employment needs of both city residents and local businesses.

Have you applied for a position on a City Board, Commission, Committee or Authority in the last six months?

☐ Yes ☒ No

If yes, please state the names of the boards for which you have applied

[Upload a Resume](#)

Are you now paid by the City of Alexandria?

☐ Yes ☒ No

If yes, please state your department, job title, and describe your duties:

Do any of your immediate relatives or business associates now serve the City of Alexandria in any capacity?

☐ Yes ☒ No

If yes, please explain:

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☒ Yes ☐ No

If applicable, will you comply with the provisions of the City's conflict of interest requirements in City Ordinance 2867?

☒ Yes ☐ No

EDUCATIONAL BACKGROUND (Please list certificates, diplomas, degrees, seminars, etc.):

I have a BA degree, I have attended various workshops, webinars, conferences related to workforce employment training.

SUMMARY OF WORK AND PRACTICAL EXPERIENCE (Please list titles and duties for the past five years):

Retired from the City in the Department of Community and Human Services, Workforce Development Center as the Employment Training Supervisor for Adult and Youth Job Training Programs.

REFERENCES (Please list names and addresses of four references that you have contacted and support your application).

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Date of Application

Ethnicity

Gender

Sexual Orientation

For what Board, Commission, Committee, or Authority are you applying?

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Do you have Disability?

If yes, briefly describe the disability?

How did you learn of the vacancy for which your applying?

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New Applicant or Current Member

☒ New Applicant

Michael
First Name

Smith
Last Name

[Redacted]
Email Address

Date of Birth

[Redacted]

Place of Birth

[Redacted]

Home Address

[Redacted]
Street Address

[Redacted]
City

[Redacted]
Primary Phone

[Redacted]
Suite or Apt

[Redacted]
State

[Redacted]
Alternate Phone

22309
Postal Code

Vail Health (Remote)
Employer

Sr Analyst
Job Title

Applicants may only apply for **ONE** board/commission/committee at a time.

Which Boards would you like to apply for?

Commission On Employment: Submitted

Type of Position/Role

Member

Demographics

Do you currently live in the City of Alexandria?

☒ Yes ☐ No

If yes, how long?

1 .3

Have you ever attended a meeting of the Board or Commission for which you are applying?

☐ Yes ☒ No

Have you ever served the City of Alexandria in any capacity?

☐ Yes ☒ No

If yes, please explain

Interests & Experiences

Statement of Interest/Why You Should Be Appointed

I have worked in employment all of my career and would like to contribute

Are you currently a member of a City Board, Commission, Committee or Authority?

☐ Yes ☒ No

If yes, please list the board:

How many terms have you served on this board?

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☐ Yes ☒ No

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☐ Yes ☒ No

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☐ Yes ☒ No

If yes, please explain:

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☒ Yes ☐ No

If applicable, will you comply with the provisions of the City's conflict of interest requirements in City Ordinance 2867?

☒ Yes ☐ No

EDUCATIONAL BACKGROUND (Please list certificates, diplomas, degrees, seminars, etc.):

BS Psychology MS Human Resources MS Healthcare Admin

SUMMARY OF WORK AND PRACTICAL EXPERIENCE (Please list titles and duties for the past five years):

Sr. Analyst Manager Director

REFERENCES (Please list names and addresses of four references that you have contacted and support your application).

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Date of Application

Ethnicity

Gender

Sexual Orientation

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Do you live in the City of Alexandria?

Do you have Disability?

If yes, briefly describe the disability?

How did you learn of the vacancy for which your applying?