
Name of Council Member

Endorsement

CONTESTED APPOINTMENTS

Alexandria-Caen Sister City Committee

(2-year term)

1 citizen member

_____ Bileh Dougsiyeh (Residency Waiver Required)

_____ Jennifer Reading

_____ Michael Skardon

CITY OF ALEXANDRIA BOARDS & COMMISSIONS

Submit Date: Sep 25, 2021

Personal Data Record Form

*residency waiver
required*

Profile

FOR PUBLIC INFORMATION

All appointments to City Boards and Commissions are made by the City Council through the Executive Secretary for Boards and Commissions. **APPLICANTS MAY ONLY APPLY FOR ONE VACANCY AT A TIME.** Please complete this application in its entirety. Your application will be forwarded to the City Council. Fill in all applicable blanks on the form. Incomplete applications will not be forwarded to City Council. All applicants are encouraged to contact the Council members and introduce themselves.

New Applicant or Current Member

☒ New Applicant

Bileh

First Name

Dougsiyeh

Last Name



Email Address

Date of Birth



Place of Birth



Home Address



Street Address



Suite or Apt



City



State

22041

Postal Code



Primary Phone



Alternate Phone

Democracy International

Employer

Program Management Officer I

Job Title

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

Which Boards would you like to apply for?

Alexandria-Caen Sister City Committee: Submitted

Bileh Dougsiyeh

Type of Position/Role

Citizen

Demographics

Do you currently live in the City of Alexandria?

☐ Yes ☐ No

If yes, how long?

I technically live in Falls Church but right on the border of alexandria.

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 would be honored to provide my expertise to this committee. I have lived in France for almost 2 years, to complete my MA degree. I would be thrilled to contribute to the sister city efforts between Caen and 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:

Bileh Dougsiyeh

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:

Attendance Requirements: Sec. 2-4-7 of the City Code requires appointees to attend at least 75% of the yearly committee meetings. Absences may be excused because of personal illness or serious illness of members of the immediate family, death of a family member, unscheduled business trips and emergency work assignments only. All other absences are recorded as unexcused. In light of the aforementioned statement, will you be able to attend at least 75% of the regular meetings of the board which you may be appointed?

☐ 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.):

MA, American University of Paris BA, Georgia State University

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

Program management officer I, Democracy International Associate, Global Communities Communications and Learning Officer, Global Communities Program Associate, Global Communities Project Assistant, National Democratic Institute

Bileh Dougsiyeh

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

[REDACTED]

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

Confidential - NOT FOR PUBLIC INFORMATION

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

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The HRC's main role is to ensure discrimination does not occur in our city based on race, color, sex, religion, ancestry, national origin, marital status, familial status, age, sexual orientation or disability with respect to housing, employment, public accommodations, health and social services, education, credit or city contracts.

Date of Application

[REDACTED]

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New Applicant or Current Member☒ New Applicant

Jennifer

First Name

Reading

Last Name



Email Address

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

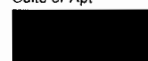
Street Address



Suite or Apt



City



State

22302

Postal Code



Primary Phone



Alternate Phone

Employer

Job Title

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

Which Boards would you like to apply for?

Alexandria-Caen Sister City Committee: Submitted

Jennifer Reading

Type of Position/Role

Member

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

Yes, I was a former member of the Alexandria-Caen Sister City Committee for 10 years. For more than six of those years, I served as Chairperson.

Interests & Experiences

Statement of Interest/Why You Should Be Appointed

I enjoyed my prior 10 years on the Alexandria-Caen Sister City Committee. I am especially proud of the committee's initiative and my involvement in creating programs such as the annual teen exchange, a robust lecture series, an annual D-Day commemoration, initiating Alexandria's Cider Week, and continuing Alexandria's long-standing sister city intern exchange. By rejoining as an ACSCC member, I hope to draw on my previous experience and continue maintaining and improving these current programs and possibly expand new programs.

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?

Jennifer Reading

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.):

Bachelors of Science and International Communications from Texas Christian University

Jennifer Reading

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

Chairperson, Alexandria-Caen Sister City Committee.

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

[REDACTED]

Non-Discrimination Data Supplemental Questions

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New Applicant or Current Member☒ New Applicant

Michael

First Name

Skardon

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

Leonardo DRS, Inc.

Employer

Vice-President, International
Business

Job Title

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Which Boards would you like to apply for?

Alexandria-Caen Sister City Committee: Submitted

Michael Skardon

Type of Position/Role

Commissioner

Demographics

Do you currently live in the City of Alexandria?

☒ Yes ☐ No

If yes, how long?

Off and On Since 1998

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 would like to reinforce the relationship between our city and Caen. I am fluent in French and have studied at two French universities -- L'Ecole Militaire and Hautes Ecole Commerciale (HEC).

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:

Michael Skardon

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.):

B.A. -- Washington & Lee University (Economics & German) M.A. -- The Naval Postgraduate School (National Security Affairs) MBA -- The London School of Economics (International Business) MBA -- Haute Ecole Commerciale (International Business) MBA -- New York University (International Business)

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

-- U.S. Army (30 Years in a variety of command & staff positions around the world) -- Leonard DRS, Inc. (6 Years as VP, International Business, Defense Industry)

Michael Skardon

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

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