

Stefan Massol

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Mr. JP Murphy
Town of Belleair
901 Ponce de Leon Blvd.
Belleair, FL 33756

Greetings Mr. Murphy:

I am contacting you to express an interest in the position of finance director. As you know, I began my career in local government as a management analyst with the Town of Belleair. I served the Town from May 2012 until June 2016. In those four years, I was repeatedly given new learning opportunities that allowed me to grow both personally and professionally.

As management analyst I was given a series of responsibilities: preparing the annual budget, comprehensive annual financial report, annual strategic financial plan and other annual reports. I was also tasked with several special projects. These include the acquisition of the Belleview Biltmore Golf Club, reevaluation of the Town's water rate structure, and a feasibility study of alternative water supply options for the Town.

In 2014 I was promoted to the position of finance supervisor to manage the accounting, payroll, accounts payable and utility billing functions of the Town. With the hiring of a new utility billing clerk in 2014 I had the opportunity to study and improve work processes and service-delivery methods. Following my promotion, I worked with department directors and staff at the Town to ensure compliance with all purchasing and travel policies and developed systems to facilitate improvement. In addition, I created a new tool that enabled staff to produce accurate bank reconciliations at reduced cost to the Town.

In the time I spent at the Town of Belleair I was consistently provided opportunities to acquire and exercise new skills that have made me a better public servant.

Last June I was offered the role of accounting manager for the City of Tarpon Springs which I currently hold. The position presented new opportunities for me to grow professionally and learn new skills. In this role I perform many of the same functions that I did in Belleair which has given me the opportunity to compare methods and processes between organizations. I believe that this perspective will be an asset to me as a leader in the Town.

It would be an honor to return and serve the Town of Belleair as finance director.

Sincerely,



Stefan Massol

Resume Enclosed