



Please return completed application to:  
Karen Thompson, City Secretary  
100 East Main Street, Suite 300  
P.O. Box 589 (78691)  
Pflugerville, TX 78660  
By fax 990-4364  
By email to [citysecretary@pflugervilletx.gov](mailto:citysecretary@pflugervilletx.gov)

## APPLICATION FOR APPOINTMENT TO THE PERSONNEL APPEAL BOARD

All information provided in this application is public information pursuant to the provisions of the Texas Public Information Act.

The Personnel Appeal Board conducts hearings and renders decisions regarding employee appeals to suspensions, demotions, and terminations. Not less than 5 members are appointed by the Mayor with the advice and consent of the City Council to serve for up to 3 years. Any given board is composed of 3 appointed members. Members must be at least 21 years of age, have no criminal record, no prior employment with the City, and are required to have 3 years city residency. Because vacancies may arise before the next regular appointment period, all applications are kept on file until the next application period.

Name: Tony L. Ellis Telephone: \_\_\_\_\_

Residential Address: 19706 Spotted Owl Lane, Pflugerville, TX 78660

E-mail Address: \_\_\_\_\_ Alternate Telephone: \_\_\_\_\_

Resident of the City of Pflugerville for 12 years.

Are you a registered voter of the City of Pflugerville? ☒ Yes ☐ No Voter Registration No. 1130757610

Are you at least 21 years of age? ☒ Yes ☐ No Do you have a criminal record? ☐ Yes ☒ No

Do you have prior employment with the City? ☐ Yes ☒ No

Have you been a resident of the City of Pflugerville for at least 3 years? ☒ Yes ☐ No

Does any potential conflict of interest exist which may interfere or inhibit you to carry out the duties of a Personnel Appeal Boardmember? ☒ Yes ☐ No (If Yes, please explain.)

Spouse is current city employee.

What experience do you have regarding escalated employment relations issues?

For over seven years, I served as Operations Manager at private security companies in California and Texas. During that time, I was responsible for oversight of as many as 500 employees. This included hiring practices, daily supervision, and when termination was necessary, I had the final decision.

I was a business owner for almost eight years and as such, dealt with employee issues regularly. This included hiring, supervision and when necessary, termination.

I was also a senior petty officer in the US Navy, where I was required to supervise and report on subordinates.

What experience or skills would you bring to the Personnel Appeal Board that pertains to adjudicating a dispute between employees and employers?

I have over 30 years of supervisory experience and included daily activities, individual counseling, disciplinary action-taking, formal reporting, and final decision-making when it came to termination. I have experience from the viewpoint of the employer and employee affording me the insight necessary to determine the facts versus emotion in appeals and to render a sound decision based upon them. One final aspect is my near-completion of a PhD in Human Resource Development, at Texas A&M University (dissertation phase).

What is your interest in serving on the Personnel Appeal Board?

As a citizen of Pflugerville, I have volunteered with the Citizen on Patrol program for many years. However, I have decided that I want to contribute more and joining the appeals board is where I can put my knowledge and experience to good use. I am a decision-maker and with my education in HRD, I believe this is a great opportunity for me to help insure employees have their cases reviewed fairly, while following policy and guidelines necessary for consistency in the process.

What is your work experience (or submit a resume)?

Resume and CV to be attached

Have you ever served on an arbitration or similar appeal panel?

No, this will be my first.

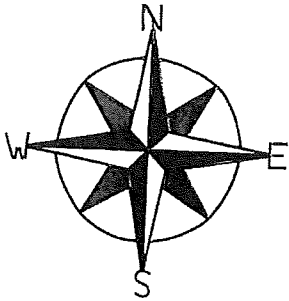
Please provide any additional information you feel would be useful to the Mayor and City Council in considering your application. Please use additional sheets as necessary. A cover letter and/or resume may also be submitted with the application.

Will attach resume and CV

By signing this application, I hereby affirm that I am aware of the requirements for the position and certify that I meet those requirements.

Applicant Signature:  Date: 10/31/2014

# Tony L. Ellis



## Key Strengths

Proven decision-making abilities while under pressure

Excellent written and verbal communication

Outstanding team building, mentoring and training skills

Successful project manager

Ability to interact with all levels of management and diverse groups of personnel

## Education

Currently Pursuing a PhD in Education Administration & Human Resources Development

Master Information Systems 2010

Master Certificate Homeland Security 2008

BAAS, Nuclear Technology, minor in Public Safety and Emergency Management 2005

## Management Professional

### *Exceptional Leader, Manager and Decision-maker*

While seeking a PhD in Education Administration and Human Resource Development, at Texas A&M, planning for a career change. Seeking a position as a university professor or corporate trainer.

## Leadership Experience Summary

<b>Escalations Analyst</b>	Dell Computers
<b>Owner/Operator</b>	Majik Computers
<b>Managing Partner</b>	Majik Net
<b>Operations Manager</b>	Preferred Security, Houston, TX
<b>Operations Manager</b>	MX International, Houston, TX
<b>Operations Manager</b>	PEDUS Security, San Diego, CA
<b>Patrol/Field Sergeant</b>	Department of Defense (DoD) Police
<b>Team Leader</b>	DoD Crisis Response Team
<b>Radiological Controls Shift Supervisor</b>	USS Acadia AD-42

## Training / Teaching Opportunities

<b>Basic Computer Skills</b>	Pflugerville Library, Pflugerville, TX
<b>Basic Computer Skills</b>	Adult Education Center, Austin, TX
<b>Server Support, Call Management &amp; Customer Experience</b>	Dell Computers, Twin Falls, ID
<b>Mentor Technician New Hire Class During Transition Queue</b>	Dell Computers, Round Rock, TX

# Tony L. Ellis

## EDUCATION

### **Texas A&M University**

Currently pursuing PhD in Education Administration & Human Resources Development at Texas A&M University

### **University of Phoenix**

Master of Information Systems Management (MIS), March 8, 2010, GPA 3.84

### **Texas A&M University**

Bush College of Government and Public Service Master Certificate,  
Homeland Security Emergency Management, August 2008, GPA 3.85

### **Saint Edward's University**

Bachelor of Arts and Applied Science, Nuclear Technology, May 2006, GPA 3.86  
Minor - Public Safety and Emergency Management

07/2002 - Present

### **Dell Computers**, Round Rock, TX

ProSupport Engineer – Server Support Technician (Tier II)

- Assist enterprise-level customers with troubleshooting to repair and enhance system performance
- Assist and mentor team members in processes and procedures
- Led Business Process Improvement (BPI) project that won Dell World Quality Day Competition. Project currently being used as a Dell training model
- Cross-functional collaboration with other departments addressing networking problems and providing results-driven customer service

02/1995 - 07/2002

### **Majik Computers - Majik Net**, Rockdale, TX

Owner/Operator (Computers) - Managing Partner (Net)

- Provided hands-on leadership for network design, system implementation, maintenance and data security projects
- Managed all operations of Internet Service Provider (ISP) and increased customer accounts from 10 to over 500, in less than five years
- Significantly grew businesses and facilitated the profitable sale in 2002

02/1993 - 12/1994

### **Preferred Security**, Houston, TX

Operations Manager

- Managed day-to-day operations of private security company
- Negotiated customer contracts
- Interviewed, hired, trained, scheduled and supervised security officers

01/1992 - 12/1993

### **MX International Security**, Houston, TX

Operations Manager

- Hire, train, schedule and supervise 500+ security officers
- Manage supervisory and administrative personnel
- Conduct customer site visits and inspections
- Provide customer service to all existing and potential clients

## REFERENCES

Personal and Professional References Available Upon Request



# Tony L. Ellis

## CURRICULUM VITAE

19706 Spotted Owl Lane Pflugerville, Texas 78660

### Education

2010-2015	Doctorate in Adm. & Education Human Resource Development (PhD)	Texas A&M University
2008-2010	Master Information Systems (MIS)	University of Phoenix
2007-2008	Master Certificate Homeland Security (CHLS)	Texas A&M University
2006-2007	Bachelor Degree Nuclear Tech w/minor in Emergency Management	St Edwards University
2005-2006	Associate Degree Nuclear Technology	University of Phoenix

### Skills and Abilities

Experienced speaker and presenter	Excellent at multitasking & problem resolution
Successful facilitator and negotiator	Effective project planning & coordination
Ability to work with diverse groups	Focused and goal oriented
Outstanding writing and communication skills	Solid leader and decision-maker
Team builder, trainer, and mentor	Adaptive, calm under pressure

### Certifications

Project Management Professional (PMP)	CompTIA Certified Technical Trainer (CTT+)
Dell Computers Technical Trainer	Comp TIA Server+ and A+

### Teaching & Speaking Experience

June 2013 -	Basic computer skills, email, and Internet	Pflugerville Library Learning Center
March 2013	Guest speaker: Disaster Preparedness	Pflugerville Rotary Club
July 2012	Guest speaker: Citizen on Patrol Program	Pflugerville Downtown Association
June 2012	Guest speaker: Citizen on Patrol & Volunteering	Pflugerville Rotary Club
Jan-Apr 2005	Basic computer skills	Adult Education Center, Austin, TX
April 2004	Customer interaction and call handling	Dell Computers, Round Rock, TX

### Research Interests

Emergency Preparedness & Disaster Recovery in Rural Communities (DRRC) and  
Establishment of Emergency Management & Response Programs in Rural Communities

### Publications

Ellis, T. L. (2013, September). Training for Disaster with Urban Shield. *Natural Hazards Observer*, XXXVIII(1), pp. 11-13.

Ellis, T. L. (2013, January 14). *Urban Shield: A Volunteer's Perspective*. Retrieved from FEMA Lessons Learned Information Sharing: <https://www.llis.dhs.gov/docdetails/details.do?contentID=56703>

Ellis, T. L. (2013, February 22). *Disaster Training: A Volunteer's Viewpoint of Austin Urban Shield*. Retrieved from 9-1-1magazine.com: <http://www.9-1-1magazine.com/Ellis-Austin-Urban-Shield>

### Volunteer Experience

Citizen's Emergency Response Team (CERT)	Pflugerville Citizen's on Patrol
"Victim" in 2012 Austin Urban Shield Exercise	Medical First Responder

### Work History

2002 - Present	Tier 2 Server Support Technician	Dell Computers, Round Rock, TX
1995 - 2001	Owner / Operator / Managing Partner	Majik Computers & Net, Rockdale TX
1993 - 1994	Operations Manager	Preferred Security, Houston, TX
1992 - 1993	Operations Manager	MX International Security, Houston, TX

### Memberships and Affiliations

Association of Former Students, Texas A&M University	Veterans of Foreign Wars Life Member
American Association for Adult & Continuing Education	Citizens on Patrol, Pflugerville TX