RECEIVED
JUN 25 2012
VENTNOR CITY CLERK'S OFFICE
SIGN:

217 N. Newark Avenue, Ventnor, New Jersey 08406
(609)823-3995 • Bozopol1@comcast.net

Thomas Quirk

QUALIFICATION SUMMARY

Over seven years in Human Resources in the Atlantic City casino industry and thirty five years of experience in Private Business, Municipal Government, and Political Campaigns. Team player or team leader as the situation dictates.

Areas of Expertise
Strategic Planning
Employee Relations
Labor Relations
Employee Services
Financial and Budget Planning
Communications
Training
Policy and Procedures

EXPERIENCE

1992- 2012 **Quirk Political Consultants** **Ventnor, N.J.**
Political Consultant

- Campaign Manager/General Consultant for over 30 Congressional, Municipal, Legislative, Freeholder or Ballot Question campaigns in New Jersey and Pa.

1997-2000 **City of Ventnor** **Ventnor, N.J.**
Coordinator of Recreation Facilities

- Hired and directed workforce of 30 employees.
- Managed sports facilities and recreation programs for over 500 participants.

1992-1996 **Owner/Operator Quirk's Gourmet Pizza** **Ventnor, N.J.**

- Hired and directed workforce of 15 employees.
- Created and implemented all policies and procedures.
- Responsible for all product marketing.
- Purchased all fixed and daily materials necessary for business.

1985 - 1992 **Trump Plaza & Harrah's Marina Casinos** **Atlantic City, N.J.**
Employee and Labor Relations

- Grievance Officer at Harrah's.
- Prepared Arbitrations at Harrah's.
- Administered most Employee Services at Trump Plaza and Harrah's.
- Authored key Benefit's policy at Harrah's.
- Prepared/Edited Regulations and Manuals at both Trump Plaza and Harrah's.
- Responsible for everyday office duties of both Employee and Labor Relations.

1983-1986 **City of Ventnor** **Ventnor, N.J.**

Supervisor Adult Recreation Programs

- Created and Supervised Coed Volleyball (Winter and Summer) Programs.
- Created and Supervised Men's Summer Basketball and Adult Football Leagues.
- Inereased Participation in Men's Basketball League.
- Substantial increase in Ventnor City Revenue as a result of these Programs.
-

1983-1985 **Real Estate Salesperson - Lewis Realty** **Margate, N.J.**

- Licensed by the State of New Jersey.
- Researched, Reviewed and signed Real Estate Contracts.
- Researched Real Estate values in Ventnor and Margate.
- Interacted with Public and fellow Professionals on a daily basis.

1979-1983 **Independent Cab Driver** **Atlantic City, N.J.**

1975-1979 **Owner/ Operator Downbeach Taxi** **Ventnor, N.J.**

- Hired and directed workforce of 15 employees.
- Created and implemented all employee policies.
- Responsible for purchasing of all equipment.

EDUCATION

The George Washington University. Washington, D.C.

References Provided upon request.