

Andrew Linko

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Professional Summary

Request position as an Electrician.

Work Experience

Township Supervisor

Charter Township of Brownstown-Brownstown, MI

December 2008 to April 2022

Supervisor is elected, term is 4 years. Voting member of Township board. Supervise daily Township business. Moderates board and annual meetings. Chief assessing officer (if certified). Secretary to board of review. Voting member for poverty relief. Township's legal agent. Must maintain records of supervisor's office. Develops Township budget. Appoints some commission members. May call special meetings. May appoint a deputy. Officer of election committee. Caretaker of township assets.

Journeyman Electrician

FORD MOTOR COMPANY-Woodhaven, MI

May 1996 to October 2021

Inspect, construct, calibrate, adjust, modify, install, test, troubleshoot, repair and maintain electrical, electronic systems and equipment on stamping presses, automation, robots, PLC's.

Interpret blueprints, wiring and ladder diagrams, schematics, and sketches. Program robots and PLC's. Run conduit and feeder circuits.

Construction Electrician

U.S. NAVAL RESERVE-Vienna, OH

August 1993 to August 2001

Supervise E-1, E-2, and E-3's. Install, maintain, repair telephone, high and low voltage electrical power distribution systems, street lighting, fire alarm, public address, interior wiring, erect poles, string wire and install transformers. Appointed Unit 23 clerk/messenger for unit communications, correspondence. Computerized, updated personnel record, evaluation for ms.

Journeyman General Electrician

ALCOA, INC-Cleveland, OH

August 1994 to May 1996

Inspect, construct, calibrate, adjust, modify, install, test, troubleshoot, repair and maintain electrical, electronic, fluidic, pyrometric, and combustion control systems and equipment.

Operated transportation equipment and material handling as required. Interpret blueprints, wiring and ladder diagrams, schematics, and sketches. Program robots and PLC's.

Journeyman Electrician

CSC INDUSTRIES, INC.-Warren, OH

August 1978 to August 1994

Inspect, repair, replace, troubleshoot, and maintain electrical equipment throughout the plant. Interpret blueprints, wiring diagrams, and sketches. Passed written and practical exam for Journeyman level. Transferred from Chem lab. Use AB PLC's.

Education

MBA in Leadership Studies

Baker College - Flint, MI

September 1999 to June 2002

Public Speaking and Human Relations

Dale Carnegie

April 1994

BSAS in AAS, Electrical Engineering Technology, Labor and Technology

Youngstown State University - Youngstown, OH

June 1985 to December 1992

Skills

- Programmable Logic Controllers
- Stamping Press
- Electrical Experience
- Low Voltage
- Blueprint Reading
- Schematics
- Troubleshooting
- Fabrication
- Equipment Repair
- Cabling
- Computer Networking
- HVAC
- Communication skills
- Budgeting
- Programmable logic controllers
- Schematics
- Leadership
- Industrial equipment
- Quality control
- Manufacturing
- Construction
- Customer service
- Profit & loss

- Blueprint reading
- Computer networking
- Human resources
- Mechanical knowledge
- Maintenance
- Plumbing
- DocuSign
- Electrical systems
- Supervising experience
- Report writing
- Organizational skills
- Compliance management
- NEC
- Industrial electrician experience
- High voltage
- Electrical wiring
- Sensors
- Commercial electrician experience

Certifications and Licenses

Journeyman Electrician

Driver's LicL520018591420ense

March 2022 to April 2030

Driver's License

March 2021 to Present

Electrician Apprentice



Candidate Questionnaire

Candidate Name: Andrew T Linko

Position: City Manager

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1. Please list your previous jobs/positions going back at least 10 years, plus any previous jobs/positions beyond 10 years that is related to the position of City Manager. Please include the following:
 - a. Position start and end dates.
 - b. Position title and organization.
 - c. To whom you directly reported.
 - d. Ending salary.
 - e. Population of community served.
 - f. Total number of employees in the organization.
 - g. Number of employees supervised (directly and indirectly).
 - h. Total budget of the organization.

December 2008, Treasurer for one year, then Township Supervisor for 13 years, until April 2021. I directly reported to the Township Board, 1 Treasurer, 1 Clerk, 3 Trustees, and the citizens of the Charter Township of Michigan. The Township had a total of 239 employees, with a full time Police and Fire/EMT departments, serving neighboring communities in a mutual-aid agreement. The Management team at the Township consisted of seven Department heads. The Township's annual budget is now \$30 million

2. Why are you interested in pursuing this position? I have always believed that local government is the best form of government, close to serving the needs of it's citizens, ability to truly foster small business growth and health, and implement changes to maintain strategic growth while maintaining a small community, neighborhood feel.
3. How would you describe your management style? Participatory, we set an annual budget, 5-year budget, and goals for planning, departmental goals. I never micro-managed the



Departments, but still tried to maintain accountability to the goals set forth and presented to the public.

4. Describe your approach to managing personnel issues such as hiring, discipline, ethical violations, labor relations, and performance evaluations. I always helped and encouraged our Department heads to document personnel issues, recognize outstanding employees, maintained a good relationship with the five bargaining units representing the employees. We as other public and private entities faced discipline issues, and could not stress the importance to supervisors, and Managers to document all discipline issues to prevent lawsuits and discuss those issues with the bargaining representatives.
5. How would you deal with city budget constraints and identify new revenue sources? In my first year as Township Supervisor, we faced a twenty-five percent reduction in State revenue sharing. We met and agreed to reduce departmental expenditures 20% across the board. Then immediately entered into new agreements with vendors. We agreed to a IT contract with our School District helping the education system, while allowing both entities to receive other revenues for inter-governmental agreements. Sometimes tough choices have to be implemented, and some services reduced.
6. How will you prioritize competing demands for resources within the city? The Safety services receive immediate priority. There are several reason for this, one the safety of your residents, protecing Commerce, and an overlooked benefit is the ability to reduce homeowner, and auto insurance by reducing response times, and reducing crime by being pro-active. We started a program within the schools to mentot leaders to prevent any 'gang' recruitment and it was very successful. Ensuring we provide our employees the resources, and training to achieve being the very best. Also, very important is mainting relationships with the local Chamber of Commerce, small business community, and being partners for their needs.
7. Describe a successful initiative you have led as a City Manager. In fourteen years, we had successful balanced budgets, without reducing services. Renegotiating vendor contracts, negotiating new healthcare packages for employees, implementing inter-governmental agreements were an integral part of being able to do this.



8. Describe a time when you had to manage a crisis situation in a city setting. Two examples of adversarial times we faced and managed through. First was after 911, we had a Muslim community and a Hindu community and nationwide these citizens were facing adversity. The neighborhood Mosque, knowing the area had limited play areas, allowed the neighborhood children to play ball there. One day a child hit a ball through the Mosque window and it was called in to our Police. Of course, the local TV media listening to Police scanners, heard the call and tried to turn it into an attack. Our Police Chief and I met with the leaders and held a press conference letting them know the real story and how the Mosque was an excellent neighbor in our community. Then I held a 'Town Hall' with all religious denominations to promote unity, community, and how we will not let others tell our community what is the truth.
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10. What steps do you take to ensure transparency and accountability in city operations. Always meet in public, unless it is a personnel issue. Keep the Mayor, Board, and all Department heads informed of any changes positive or negative. It is always better to 'innoculate' and have a plan for any issue than wait and allow it to control.
11. Please describe your experience working with unions. I have been a union Electrician at Ford Motor Company, and as Township Supervisor, I developed a positive relationship with five different bargaining units representing employee groups. Even our Department Administrators were union, represented by Teamsters, who formed a union in 1996 only to stop Board nepotism.
12. Please describe your experience managing or overseeing a police department? What do you see as your role in guiding the police department? Police Departments are regimental, have stricter personnel rules, and I had maintained an excellent relationship with our Police Department. I worked with 3 Police Chiefs, and a Safety Service Director, mostly interacting for monetary/budget issues, and helping the department interact with other levels of government to help our community. We maintained an excellent relationship



with our District Court system, which was very important in reforming non-violent offenders.

13. How will you ensure that the city's services meet the needs of all its citizens? Information is the key to ensuring citizens, businesses, and the employees/managers know what services are provided, what limitations the City may have. Local government does not promote itself enough, town halls, community events with businesses are all ways to promote city services.
14. What strategies will you use to build relationships with stakeholders in the community? As I have done in the past, I tried to develop professional relationships with all personnel, but also try and develop personal relationships. Today, we are quick to make judgements by what or who we are instead of talking to each other to really discover, we all want the same thing for our family, our community, and those we interact with.
15. What strategies would you implement to promote economic growth and job creation? Attending Chamber of Commerce meetings, having regular meetings with businesses, try to find out what need small businesses have. We discovered at the Township, many of our small businesses were performing commerce with other suppliers outside of the State. We had a small business expo, and allowed each business to share their needs, they discovered much of the purchasing they needed to do, was right in their community, or neighboring communities
16. Have any adverse or critical statements been made about you in print or online media reports, on social media, or any other related form? If an online search of you were completed, what would be found that you yourself would want to know about you if you were looking to hire yourself as a City Manager? Not that I can recall. Before I became Supervisor, there were many recalls of officials. I was elected and expected the elected Board to read their board packets, become informed, so they were knowledgeable about issues or problems. This made a difference as the Board meeting attendance increased, but less adversity to new ideas.