

APPLICATION FOR APPOINTMENT – Comprehensive Economic Development Strategy Committee – Please Print

Check One: Mr. Mrs. Ms. Miss Dr.

Name: Dianne James

RECEIVED

By Donna Gordon at 1:13 pm, Dec 04, 2024

Residence Address: 2631 SW Estella Terrace, Palm City 34990
Street - City - Zip Code

Mailing Address: _____
(if different) _____
Street - City - Zip Code

Commission District in which you reside: 5^{dg} Staff will complete.

Are you available year round to attend meetings? yes no If no, what months are you available?

Telephone numbers: daytime: 341.9618 alternate: _____
Area Codes are considered 772 unless you note otherwise. alternate: _____

EMAIL: diannejames772@gmail.com

Have you ever pled guilty or "no contest" to a crime, been convicted of a crime, had adjudication withheld, prosecution deferred, been placed on probation, received a suspended sentence or forfeited bail in connection with any offense (except minor traffic violations)? Please show all convictions, including driving while intoxicated (DUI) convictions. yes no If yes, please provide the following information:

TYPE OF OFFENCES: _____

DATES: _____

PLACES (city/state): _____

SENTENCES OR FINES: _____

A conviction record does not necessarily disqualify you for consideration. Factors such as age at time of offense, nature of violation, and rehabilitation will be considered.

EDUCATION/EXPERIENCE: A resume is recommended to be attached containing this and any other information that would be helpful to the Board in evaluating your application. Resume or letter of qualifications attached? yes no

Education: _____

Employment Experience: _____

Other experience you feel would be helpful to the Commissioner in making this appointment: _____

I have been a resident of Palm City for almost 30 years and as a Realtor I am extremely knowledgeable about Martin County.

Community Experience and Affiliations: _____

I serve on my HOA's ARC Committee

Other County Boards/Committees/Task Forces on which you have served: _____

I am a member of the Republican Executive Committee

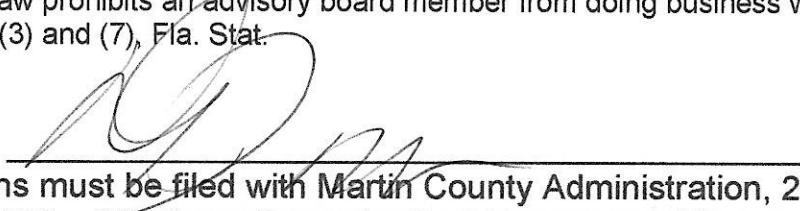
Do you or any member of your immediate family work for Martin County or hold a position that might conflict with your duties for this Board/Committee/Task Force? If yes, please explain: _____

REFERENCES: Please list two references:

Fabian Bastidas 772.214.6441

Rebecca Negron 772.475.4918

- Appointee may be required by State Law and County Ordinance to file a Financial Disclosure Statement as part of the appointment process.
- Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true. (Pursuant to Section 92.525 Florida Statutes, falsifying this application is a Third Degree Felony punishable by up to five years imprisonment and up to a \$5,000 fine.)
- Florida law prohibits an advisory board member from doing business with its agency (The County). Section 112.313(3) and (7), Fla. Stat.

→ Signature:  Date: 11.21.24
Applications must be filed with Martin County Administration, 2401 SE Monterey Road, Stuart, Florida 34996. All information submitted becomes public record. If you have any questions, please call (772) 221-1352 or send email to dgordon@martin.fl.us.

DIANNE JAMES

Palm City, FL 34990
(772) 341-9618
diannejames772@gmail.com

PROFILE

Over a decade of experience in sales and customer service; excellent communication skills; exceeds goals set by company; quick learner; dependable team member; responsible and ethical; self-motivated.

EXPERIENCE

LICENSED REAL ESTATE SALES ASSOCIATE/REALTOR®
SOUTH FLORIDA
2018-PRESENT

Provide guidance and assist sellers and buyers in marketing and purchasing property for the right price under the best terms; Determine clients 'needs and financials abilities to propose solutions that suit them; Intermediate negotiation processes, consult clients on market conditions, prices, mortgages, legal requirements and related matters, ensuring a fair and honest dealing; Perform comparative market analysis to estimate properties 'value; Display and market real property to possible buyers; Prepare necessary paperwork (contracts, leases, deeds, closing statements etc.); Maintain and update listings of available properties; Cooperate with appraisers, escrow companies, lenders and home inspectors; Develop networks and cooperate with attorneys, mortgage lenders and contractors; Promote sales through advertisements, open houses and listing services; Remain knowledgeable about real estate markets and best practices.

TRANSACTION COORDINATOR
RUSSOTTI REAL ESTATE GROUP; STUART, FL
JANUARY 2018-APRIL 2018

Assistance of Listing Agreements; Transaction flow for executed contracts; Attended inspections and other appointments; Obtained insurance and repair quotes; Coordinated marketing and mass mailings; Uploaded proper documents for secure record keeping.

SALES ASSOCIATE
TOMMY BAHAMA; JUPITER, FL
AUG 2015-DEC 2016

Greeted guests and engaged with them to help determine their wants and needs; Provided personalized service; Developed client base; Advised guest on proper utilization and care of merchandise; Worked with team members to ensure guest satisfaction; Assisted in display of merchandise.

MEMBERSHIP COORDINATOR
YMCA OF THE TREASURE COAST; STUART, FL
AUG 2007-NOV 2015

Responsible for greeting members; Promoted the benefits of membership; Activated new memberships and program registrations; Maintained member accounts; Assisted department directors; Participated in Listen's First Program; All other office duties.

EDUCATION

CUYAHOGA COMMUNITY COLLEGE; ASSOCIATE OF ARTS- 1985