



**Ruben Bermudez**  
**Mayor**  
Mayor@vinelandcity.org  
www.vinelandcity.org

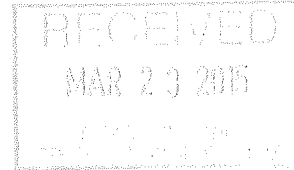
640 E. Wood Street  
PO Box 1508  
Vineland, NJ 08360-1508  
Phone: (856) 794-4011  
Fax: (856) 405-4600

February 24, 2015

To: Keith Petrosky  
City Clerk  
City of Vineland

From: Mayor Ruben Bermudez

Re: **Vineland Library Board of Trustees Appointment**



Dear Keith,

I hereby appoint Elizabeth Bermudez of 666 W. Wheat Road Vineland, NJ 08360 to the Vineland Library Board of Trustees to fill the vacant position, effective February 26, 2015 with the term ending on December 31, 2019.

Sincerely,

A handwritten signature in black ink, appearing to read "Ruben Bermudez". The signature is stylized with large, sweeping loops.

Mayor Ruben Bermudez

CC: Personnel Director, Rosie Gonzalez



Elizabeth Bermudez  
666 W. Wheat Road  
Vineland, NJ 08360  
(609) 579-7582  
[Elizabethbermudez87@yahoo.com](mailto:Elizabethbermudez87@yahoo.com)

**OBJECTIVE**

To begin a career in Social Work and to utilize my people skills to the fullest potential as well as providing the best care possible, patient education, and to be a patient advocate.

**EDUCATION/CERTIFICATIONS:**

Bachelor's Degree in Behavioral Science – Wilmington University – January 2012  
Associate Degree in Social Services – Cumberland County College – May 2009  
Housing Choice Voucher Occupancy Specialist Certification – May 2010  
Family Self- Sufficiency Specialist Certification – January 2012  
Public Housing Occupancy Specialist Certification- January 2013  
UPCS Inspector Certification- March 2013  
Develop and Managing PBV Specialist Certification – November 2013

**PROFESSIONAL EXPERIENCE:**

*Vineland Housing Authority*

*Vineland, NJ*  
August 2014 - Present

Occupancy Specialist for Public Housing and Section 8.

- Manage a portfolio of two- hundred and sixty three cases (263).
- Engage in tenant relations, complete moves, annual recertifications, and interim adjustments.
- Income intake/tenant interview and conduct income verifications by using EIV.
- Assist in managing the Project Based wait list at Oakview Apartments.

Family Self-Sufficiency Coordinator

October 2011- August 2014

- Client management/case management, organize meetings and workshops.
- Provide adequate services to clients and clients to services.
- Conduct supportive counseling & monitor progress.
- Revise goals, objectives and conduct client need assessments as needed.
- Track client progression on excel spreadsheets.
- Submit new FSS enrollment to the PIC HUD database.

Occupancy Specialist for Section 8

January 2010- October 2011

- Engage in tenant relations. Complete moves, annual recertification's, and interim adjustments
- Income intake/tenant interview, conduct income verifications and assist with termination of lease.
- Assist in managing Section 8 and Public Housing waiting list.

Congregate Services

August 2009- January 2010

- Engage in tenant relations through answering phone calls. Translate communication.
- Assist with meal delivery to elderly clients. Assist in administering programs and activities.
- File and faxing all pertinent paper work/organizing client folders, conduct client schedules/billing.

**BOARD SERVICES:**

Habitat for Humanity "Handbags for Habitat," Committee and Habitat for Humanity Gala Committee.  
WFNJ Partnership Committee.

**REFERENCES**

Available upon request



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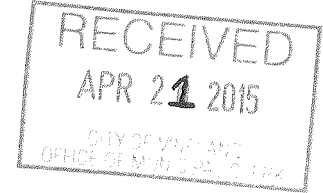
640 E. Wood Street  
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Fax: (856) 405-4600

April 17, 2015

To: Keith Petrosky  
City Clerk  
City of Vineland

From: Mayor Ruben Bermudez

Re: **Vineland Library Board of Trustees Appointment**



Dear Keith,

I hereby re-appoint the following individuals to the Vineland Public Library Board of Trustees effective immediately:

- Christine Scheider of 522 Mayfair Street Vineland, NJ 08360 with a term to expire on 12/31/2019.
- Victor Druziako pof 1841 W. Landis Avenue Vineland, NJ 08360 with a term to expire on 12/31/2018.
- Whelma B. Irby of 28 Temple Road Apt. #8 Vineland, NJ 08360 with a term to expire on 12/31/2016.

Sincerely,

A handwritten signature in black ink that reads "Ruben Bermudez".

Mayor Ruben Bermudez

CC: Director of Personnel, Rosie Gonzalez,  
Library Director, Brandi Grosso

