

City of Memphis



TENNESSEE

A C WHARTON, JR.
MAYOR

May 18, 2010

The Honorable Jim Strickland, Chairman
Personnel, Intergovernmental & Annexation Committee
City Hall - Room 514
Memphis, TN 38103

Dear Chairman Strickland:

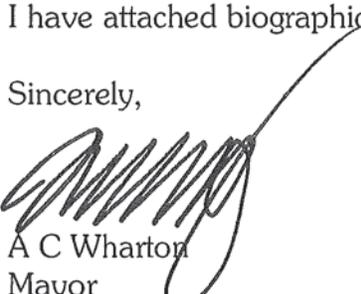
Subject to Council approval, it is my recommendation that:

Melody L. Fly

be appointed to the Memphis and Shelby County Music Commission with a term
expiring April 30, 2012

I have attached biographical information.

Sincerely,


A C Wharton
Mayor

ACW/lar

c: Council Members

Melody L. Fly
5157 Hudgins Road
Memphis, Tennessee 38116
(662) 202-5533 email: mlfly@memphis.edu

OBJECTIVE

Seeking a position to utilize academic training and to gain hands-on experience.

SUMMARY OF QUALIFICATIONS

Have established a track record for discipline, flexibility, resourcefulness, and productivity in employment and academic work. Background and skills include dedicated pursuit of personal and career growth, demonstrated professionalism, and a focused work ethic; evidenced by my simultaneously attending school and working part-time.

Strengths:

- * Offer a solid base of music industry fundamentals gained through academic and hands-on experience.
- * Have the maturity and professional presentation skills to work in a corporate environment.
- * Understand the importance of organizing tasks, setting priorities, and working steadily to "get things done."

EDUCATION

UNIVERSITY OF MEMPHIS, Graduate December 2009
Bachelors of Arts Degree in Legal Studies / Artist Development
Emphasis: Music Industry
GPA: 3.0/4.0

<i>Relevant Course Work:</i>	Music Business Marketing	Music Theory I & II	Mass Media Law
	Memphis Music	Aural Theory I & II	Legal Environment
	Contracts	Classical Instrument Voice	
	Copyright Publish	Music Technology	
	Class Piano	Law and Society	

OVERTON HIGH SCHOOL, Memphis, TN
Graduated with Honors 5/04
Honors: Senior Hall of Fame, Kappa Debutante

MUSIC ACTIVITIES & PERFORMING EXPERIENCE

Stax Music Academy, *Member*
Recording Artist & Stella Nominated Choir, *Vice President / Member 2004-Present*
All-West Choir, *Member*
All-State Women's Choir, *Member*
Concert Choir / Chamber Choir, *Vice President / Member 2000-2004*
Women's Choir, *Member 2000-2004*
Show Choir, *Member 2002-2004*
Jazz Choir, *Member 2002-2004*
Gospel Choir, *Member 2000-2004*
"Ain't Misbehaving" by Fats Waller, *Lead Role 2004*
University of Memphis Chamber Singers, *Member 2001-2002*

EXPERIENCE

VOLUNTEER – Memphis & Shelby County Music Commission 15 Hours Monthly

STEIN MART, Memphis, TN 4/04 - 9/07
Sales Associate Assisted customers with selections while utilizing suggestive selling techniques. Used effective communication with management in order to meet organizational goals. Maintained high standards by extending outstanding service to clients and management.

CITY OF MEMPHIS, Memphis, TN 6/02 - 7/04
Legal Assistant Performed general legal research, provide administrative support, and manage administrative projects. Served in a key front line communication role to greet and assist clients who visit the office. Used resourcefulness and communication skills to address their questions and concerns, answered incoming calls on multi-PBX phone system, controlled call documentation and routing as well as messages.