

City of Memphis



TENNESSEE

DR. WILLIE W. HERENTON
MAYOR

June 17, 2008

The Honorable Shea Flinn
Chairman
Personnel, Intergovernmental & Annexation Committee
City Hall - Room 514

Dear Chairman Flinn:

Subject to Council approval, it is my recommendation that:

Dwan L. Gilliom

be appointed to the Solid Waste Planning Region Board with a term expiring
June 30, 2012.

I have attached biographical information.

Sincerely,

A handwritten signature in black ink, appearing to read "Willie W. Herenton", is written over a faint, larger version of the same signature.

Dr. Willie W. Herenton

WWH:jd

c: Council Members

Dwan L. Gilliom
201 DuBois Drive
Memphis, TN 38109
Phone (901) 870-5832

OBJECTIVE:

A competent and experienced executive, who has been appointed by the Mayor as the Director of Public Works for the City of Memphis.

QUALIFICATIONS:

During my vast twenty-five year career in government and public service, I have received recognition for my ability to manage resources in order to obtain satisfactory results. I consider myself a well organized individual, who understands how to adopt a systematic approach to problem solving, analyzing results, and implementing solutions. My personable communication skills and ability to interact with people at all levels has helped me develop and foster excellent relationships with internal as well as external customers. I am capable of building highly motivated teams that are conscious of their part in improving productivity and quality that guarantees exceptional customer satisfaction. I have impressive work ethics, with a reputation for being reliable, dependable and conscious of my duties and responsibilities which are key to my role. My positive approach to all tasks as well as my pride in achievements has resulted in many successes. Through effective and efficient use of all available recourses, I have always strived to exceed the demands and expectations of every customer.

EDUCATION:

10/06-08/07, Enrolled in the Teacher Education Program (TEP), Crichton College
2004, Master's Degree in Operations Management (HR Specialist), University of Arkansas
1999, Bachelor's Degree in Business Management (Cum Laude), LeMoyne Owen College

EMPLOYMENT:

12/07-Present, Director, City of Memphis, Division of Public Works

As the Director of Division of Public Works, it is my responsibility to allocate and direct all available resources to maintain the City's infrastructures, collection and disposal of the City's solid waste, and transport and treat the City's waste water in accordance with State and Federal laws. My duties included managing a staff of top administrators and executives that oversee the daily functions of various departments within the division in its 1200 or more employees. As the Division Director, I am responsible for managing an operating budget in excess of \$120,000,000, and monitoring more than \$100,000,000 in Capital Improvement Projects.

02/04 - 12/07, Deputy Director, City of Memphis Solid Waste Management Department

As Deputy Director of Solid Waste Management, it was my responsibility to allocate and direct all available resources within the department to the collection and disposal of all solid waste throughout the City in accordance to State and Federal Laws. I was responsible for overseeing the overall mission as well as the various programs within the department. My duties included directing a management team that was directly involved in the daily operations of the department and its 700 or more employees that deliver weekly solid waste services to more than 200,000 residential and commercial customers.

02/02-02/04, Administrator, City of Memphis Mayor's Citizen Service Center

As the Administrator of The Mayor Citizen Service Center which is dedicated and functions as a one-stop call information and resource center for the City of Memphis, I was responsible for managing a staff whose duties included linking comments, concerns, and complaints from citizens of Memphis with the appropriate departments within the City government for satisfactory resolutions. I was also the designated liaison between the City's Administration and various community and civic organizations, where I was responsible coordinating City resources to resolve various problems within the community.

08/99-02/02, Special Agent/Criminal Investigator, Federal Bureau of ATF (Atlanta, GA)

As a Criminal Investigator with the Bureau of Alcohol Tobacco and Firearms, which is a principal federal law enforcement agency within the United States Department of Justice which is dedicated to preventing terrorism, reducing violent crime, and protecting our Nation, my responsibilities included enforcing Federal criminal laws and regulating the firearms and explosives industries. I was involved in numerous investigations intended to reduce crimes involving firearms and explosives, acts of arson, and illegal trafficking of alcohol and tobacco products. One of my most distinguished assignments as a Federal agent involved an augmented/temporary position as a United States Air Marshal following the September 11th attack on the World Trade Center.

07/85-08/99, Police Officer (Detective/Sergeant), Memphis Police Department

As a Police Officer with the Memphis Police Department which is dedicated to maintaining public safety, as well as preventing and reducing crime in the City of Memphis, my responsibilities included protecting and serving the citizens of Memphis through the enforcement of laws and ordinances of the City of Memphis and the State of Tennessee. During my 14 year tenure with the Memphis Police Department, I was a member of the MPD Traffic Division, the MPD Specialized Patrol and Narcotics Unit. Two of my most distinguish assignments included being a member of the Memphis Police Department Tactical Apprehension and Containment Team (TACT UNIT), as well as a member of the United States Attorney's Office Violent Crimes Tasks Force/Operation Cease Fire Program.

MILITARY EXPERIENCE:

05/82-05/85, United States Army, (Specialist 4th Class), ASVAB Test Administrator

As an Armed Service Vocational Aptitude Battery Test Administrator, I was responsible for administering the military entrance examination to perspective applicants around the Memphis and Mid-south area who were applying to enter one of the various branches of the United States Military.

SPECIALIZED TRAINING:

1982 Graduate, United States Army Basic Training, Advance Training School

1987 Graduate, The Memphis Police Department Training Academy (Memphis, TN)

2000 Graduate, The Department of Treasury Criminal Investigator School, Federal Law Enforcement Training Center (Glynco, GA)

2000 Graduate, The Bureau of Alcohol Tobacco and Firearms New Agent Training School, Federal Law Enforcement Training Center (Glynco, GA)

2001 Graduate, The Department of Transportation US Air Marshal School (Ft. Dix, NJ)

ADDITIONAL INFORMATION:

Member of Tennessee Chapter of American Public Works Association

Member of Solid Waste Association of North America

Member of the Memphis Police Department Reserve Unit (Reserve Police Officer)

Member of Shelby County Democratic Party Executive Committee

Member of Kappa Alpha Psi Fraternity, Inc. Society

REFERENCES:

Provided upon request

**SOLID WASTE PLANNING
REGION BOARD
5 MEMBER BOARD
6 YEAR TERM**

MEMBER		ADDRESS	TERM EXPIRES
Ashford, Andy	M/W	2054 Desmond Cove Memphis, TN 38139 Res: 901-756-6930 Bus: 901-576-6868	May 31, 2009
Blanks, Karen	F/B	5147 Walton Lake Drive Memphis, TN 38118 Res: 901-246-1101 Bus: 901-434-8465	September 3, 2010
Gilliom, Dwan <i>Replaces Collins, Jerry</i>	M/B	201 DuBois Drive Memphis, TN 38109 Res: 901.870.5832 Bus: 901.576.7108	June 30, 2012
Patterson, Paul	M/W	6155 Dana Cheryl Lane Memphis, TN 38135 Res: 901-382-2038 Bus: 901-576-6871	May 31, 2009
Roosevelt, Allen T.	M/B	8252 N. Fletcher Run Circle #102 Cordova, TN 38018 901-747-7258	May 31, 2011

6/08

Attendance Records Solid Waste Planning Region Board

2/8/06 – 5/28/08

Total Meetings (3)

Appointed Members	Total Present	Total Absent
Ashford, Andy	3	0
Blanks, Karen	1	2
Collins, Jerry	1	2
Patterson, Paul	3	0
Roosevelt, Allen	0	3