



Mayor of Providence

David N. Cicilline

October 21, 2008

Honorable Members
Providence City Council
City Hall
Providence, Rhode Island 02903

Dear Honorable Members:

Pursuant to Sections 302(b) and 814 of the Providence Home Rule Charter of 1980, as amended, I am this day appointing Mr. Robert A. Kumins, of 4 Cole Farm Court, Providence, Rhode Island 02906, to the Board of Tax Assessment Review to fill the current vacancy that exists on the Board for a term to expire in January 2010, and respectfully submit the same for your approval.

Mr. Kumins will complete the unexpired term of the late Mafalda Cascione.

Sincerely,

David N. Cicilline
Mayor

DNC: ljp

IN CITY COUNCIL
NOV 20 2008

READ
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED AND APPROVED

CLERK

Robert A. Kumins
4 Cole Farm Court
Providence, RI 02906
401-474-3525
Rkum2@cox.net

EXPERIENCE

- 1991-present Podiatric Office of Dr. Richard C. Kumins, Providence, RI – Practice Manager
Responsibilities include: Regular research of Congressionally-mandated insurance coding regulations; billing of insurance companies for payment using specially designed Blue Cross software; reconciliation of insurance company payments against multiple patient records; scheduling of all patient visits; control of inventory of medical equipment.
- 1990-1993 Victoria House Restaurant, Providence, RI – Valet Parker
- 1990 United States Census Bureau – Census Taker
Went to homes of people who did not return census forms to collect information; assisted people in filling out census forms.
- 1989 Subway Sandwich Shop, Providence, RI
Production of customer orders; collection of money; set up delivery service of product to homes and businesses.
- 1987-1989 Domino's Pizza, Providence, RI – Delivery Manager
Responsible for hiring, training, and scheduling of all delivery personnel.
- 1984-1986 Price Waterhouse, Providence, RI – Data Entry Specialist
Entered account billing information and expense reimbursement information into company's national computer mainframe.
- 1983 Realm Industries, Providence, RI
Responsible for inventory control and management of shipping operations.

EDUCATION

- 1992-1994 New England Institute of Technology; Constuction and Cabinet Making
- 1985-1987 Johnson & Wales University; Courses in Hospitality Management

SKILLS & MS Word, internet research (Google, City of Providence web site, RI General Assembly web site, Secretary of State web site, etc), Geneology

INTERESTS

COMMUNITY Temple Emanu-El, Providence, RI

ACTIVITIES Chairman of archive committee, member of museum committee, past board member