



Mayor of Providence

David N. Cicilline


February 9, 2009

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

Dear Honorable Members:

Pursuant to Sections 302(b) and 1103 of the Providence Home Rule Charter of 1980, as amended, I am this day re-appointing Ms. Maryelyn Cepeda-Sanchez, of 44 Alvin St., Providence, Rhode Island 02907, to the Human Relations Commission for a term to expire in January 2012, and respectfully submit the same for your approval.

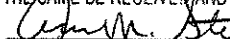
Sincerely,



David N. Cicilline  
Mayor

DNC: ljp

IN CITY COUNCIL  
APR 2 2009

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

Marilyn Cepeda Sanchez  
25 Potter drive  
Providence, RI 02907  
401-499-5106  
E-Mail: [m39cepeda@hotmail.com](mailto:m39cepeda@hotmail.com)

## OBJECTIVE

To obtain a position which utilize my administrative, organizational, leadership skills while contributing to the company's growth and financial success

## SUMMARY OF SKILLS AND ACCOMPLISHMENTS

Conscientious, creative and detail-oriented Vice President/ General manager with 14+ years in an executive management position. Diverse, flexible and focused with strong knowledge of accounting, manufacturing operations and sales. Key decision maker, able to sustain a high level of integrity and commitment in pressure situations through planning, time management, organizational and communication. Enthusiastic, personable and an effective leader who motivates others while remaining focused on company goals and objectives.

- Effective management of company resource
- Organized various company activities
- Negotiated deals with banks and third parties
- Increased profitability of company with accurate, factual advice.

## PROFESSIONAL EXPERIENCE

1993-PRESENT

Access Employment of RI, Inc.  
(employment placement company)  
Vice President /general manager

Managed and operated job placement company  
Prepared accurate and financial/management reports  
Interviewed employees for proper job placement  
Supervised and trained office employees

Manage the accounting and administrative dept

Oversee over twenty companies, job  
placement, payroll, sales, receivables, etc

Prepare reports for workers compensation semi-annual audit

1990-1993

Blue Cross/ Blueshield of RI  
Customer Service Rep

Helped customers with payments  
Troubleshoot customers billing issues  
Helped research and inform customers of  
Bluecross/Blueshield coverage  
Answers outside customer calls

COMMUNITY EXPERIENCE :