

William Michael Pitts

Dear Ms. Mathis,

I have recently learned of your opening for a City Manager, and I am writing to submit my resume for consideration. As someone with twenty-six years of experience working in government, twenty-one of which as a Manager, I believe I am ready to take on the duties and responsibilities of a City Manager.

My professional experience includes listening to the concerns of the citizens of Chatham County and then working with them to get these concerns addressed. I think my experience as an Environmental Health Manager and completion of my master's degree in Public Administration has prepared me nicely to be the City Manager of Flagler Beach.

The following is a list of my most relevant accomplishments and qualifications:

Earned Master's Degree in Public Administration from Fort Hayes State University

Forecasted revenue and expenses to ensure the department was on budget

Recruited, hired, and trained various employees

Served as Emergency Preparedness Coordinator for the Chatham County Health Department

I believe the role of City Manager is one of the most influential leadership roles in a city government. I look forward to the opportunity to discuss my credentials and what I can bring to the City of Flagler Beach. Please contact me at \_\_\_\_\_ by email at [williampitts@bellsouth.net](mailto:williampitts@bellsouth.net) to discuss next steps,

Sincerely,

William M. Pitts

# William Pitts

Email: [Williampitts@bellsouth.net](mailto:Williampitts@bellsouth.net)

## **Objective**

To obtain employment as the City Manager for the City of Flagler Beach.

## **Qualifications**

Extensive work in all mandated programs for Environmental Health and Emergency Preparedness. I have managed 5 Environmental Health offices in Georgia ranging from rural to urban settings. I have 26 years of experience in Public Health, 21 of which have been in a supervisory or management position. I completed my master's degree in public administration in 2017.

## **Work History**

2014-present– Chatham County Health Department– EHCM

Serve as EHCM for a large metropolitan Environmental Health program. Supervise 13 employees. Provide training to staff and public as needed. Work as lead in Emergency Preparedness.

2010– 2014– Floyd County Health Department- EHCM

Worked as EHCM for the Floyd County Board of Health. Conducted inspections of regulated facilities. Prepared Environmental Health budget. Supervised 5 employees.

2007– 2010- Paulding County Environmental Health- EHCM

Worked as EHCM for the Paulding County Board of Health. Conducted inspections at regulated facilities. Prepared Environmental Health budget. Supervised 6 employees.

2005-2007- Dade County Health Department– EHCM

Worked as EHCM for the Dade County Board of Health. Conducted inspections at regulated facilities. Prepared Environmental Health budget.

2000-2007– Chattooga County Health Department– EHCM

Worked as EHCM for the Chattooga County Board of Health. Conducted inspections at regulated facilities. Prepared Environmental Health budget. Supervised 1 employee.

1998-2000– Floyd County Health Department- EHSII

Worked as field inspector for the Floyd County Board of Health.

1997-1998– District 1-1- Health Risk Communicator

Conducted inventory of Brownfield sites for District 1-1. Attended training at ATSDR.\_

1994-1997– Carroll County Health Department

Conducted inspections of assigned facilities to ensure compliance with Georgia Laws. Received promotion to EHS II after completion of training. Was certified as a lead-based paint inspector and risk assessor.

2018-2019- Part-time Faculty- Georgia Southern University  
Teach Principles of Environmental Health to undergraduate students.

### **Education**

1990-1994

Shorter College

B.S. Biology

2015-2017

Fort Hays State University

Master of Liberal Studies (Public Administration)

### **Publications**

Addison, J., Stanley, S. & Pitts, W. (In Press). Feeling Salty About Float Tanks? The Construction, Inspection, and Maintenance of Float Tanks. *Georgia Environmental Health Association Journal*.

### **Certifications**

GPHA Environmental Health Specialist of the Year- 2018

Registered Environmental Health Specialist

Public Health Leadership Academy- 2019

Inspector Level II

Certified Pool Inspector

Certified Pool Operator

Serve Safe

Standardized Food Service Establishment Inspection Officer

NIMS 100, 200, 300, 400 700 and 800

### **Affiliations**

Member Georgia Public Health Association

Member Georgia Environmental Health Association

Member Georgia Board of Registered Environmental Health Professionals

Member Soil Scientist Certification Advisory Committee (2006-2015)

### **References**

Tim Allee, District Environmental Health Director, (706)936-0953

Randy McCall, Administrator, (912)777-2380

Dennis Jones, Director, CEMA (912)201-4500

Kirk Hall, Soil Scientist, (706)331-0913

Shaun Brand, EHS, (706)252-2586