

Profile

Dina

First Name

Gonzalez

Middle Initial

Last Name

Dinas Daycare and Preschool

Employer

Teacher

Job Title

Email Address

Primary Phone

Alternate Phone

Are you 18 years of age or older? (Required)

☒ Yes ☐ No

Question applies to multiple boards

Do you live within the City Limits of Merced? (Required)

☒ Yes ☐ No

Street Address

City

Suite or Apt

State

Postal Code

Question applies to multiple boards

Are you a registered voter in the City of Merced? (Required)

☒ Yes ☐ No

Which Council district do you live in? *

☒ District 1

Are you currently serving on a Board or Commission? If so, please list:

no

Which Boards would you like to apply for?

Tax Transparency Commission (Measure C and Measure Y): Submitted

Question applies to multiple boards

Highest Level of Education Completed: *

☒ Master's Degree

Communication

The City of Merced uses email as a preferred method of communication regarding your application. Is this acceptable to you?

☒ Yes ☐ No

If you selected no, please identify how you would like to be contacted:

Interests & Experiences

Tell us about yourself, and why you are applying for this particular Board or Commission:

Provide help families and children in the community keeping areas clean and safety.

Please list your current employer and relevant volunteer experience.

I work in the community providing support families to have a safety and health environment

What is your understanding of the roles and responsibilities of this Board or Commission?

To assist and to provide support families and community members

Do you have experience or special knowledge pertaining to this Board or Commission?

Yes, many years ago i assist families and be a voice for the community.

Any other comments you would like to add that may assist the City Council in their decision?

Keep in mind that we are here to provide support in the community and make a difference in the lives of their residents a better, safe.

[SCHOOL_AGE_Dinas_Resume_small_up_dated_July_30.docx](#)

Upload a Resume

Requirements

Question applies to multiple boards

AB 1234 Ethics Training

☒ I Agree *

Question applies to multiple boards

Attendance Policy

☒ I Agree *

Question applies to multiple boards

Statement of Economic Interests - FPPC Form 700

☒ I Agree *

Question applies to multiple boards

Oath of Office

☒ I Agree *

Question applies to multiple boards

Public Scrutiny

☒ I Agree *

Question applies to multiple boards

How did you hear about this vacancy? *

☒ A Friend

If you selected other, please indicate how you learned about the vacancy:

Friend

Demographics

Ethnicity

☒ Hispanic

Gender

☒ Female

Date of Birth

Submission

I declare under penalty of disqualification or termination that all statements in this application are true and complete to the best of my knowledge.

CA

Dina Gonzalez

Objective: To a challenging position as an Early Childhood Education specialist Or child care site supervisor, utilizing my verbal, written and interpersonal communication skills.

Experience

Dina's Daycare and Preschool Merced CA September 2014 to Present

Program Director of a child care facility, working with families and children.

Supervising staff, food menus, daily signing sheets, Payroll and office work.

Working in the classroom and developing a daily lesson plan for children to learn.

Mentor Program Merced Office of Education Merced CA March 2009 to June 2014

Working in the childcare provider setting changing the environment

Administration Filing, documentation, advertising supervising their environment

Dina Family Daycare Merced CA- October 2007 to 2014

Child Care Provider _ October 2007 to Present

Providing care for all different ages, work as a private day care

Meals, Administration, Education Curriculum, Parent conference. Participating

Programs, RTT race to the top, PTIC, CIP, Mini Grants with first five.

4'cs of Santa Clara County San Jose CA- March 2007 to October 2007

Assistant Provider Coordinator March 2007 to October 2007

Home visits and working with families, parent conference.

Economics & Social opportunities Inc. San Jose CA- March 2005 to March 2007

Early Childhood Education Coordinator – October 2006 to March 2007

Assist Providers in scheduling parent conference to review child development progress summary.

Plan and implements activities and or in services training for providers parents and staff

Complete the family daycare home environmental rating scale with plan of action.

Inputs developmental profiles data into computerized system according to the department schedule

Follow the center agency polices and procedure for health and safety

Monitor clients for compliance with program regulations and requirements

Maintain excellent customer/ client relationship

Associate Teacher Child care Center – March 2005- 2006

Prepare weekly lesson plan that support areas of indemnifies desire results for individual/ groups.

Communication positively and actively develops reciprocal notes.

File developmental profile with observation and anecdotal notes.

Complete multiple reports within tight dead line restrictions, parents and director.

San Jose Unified School District- January 2004 to 2004

Extended Day Care Program Director

Maintain accurate client billing / payment system.

Create monthly schedule for client appointments

Prioritize and implement multiple projects

References available upon request Assist program coordinate in maintaining daily operations

Our Savior Lutheran Preschool – June 1996 to 2002

Preschool Teacher

Staff supervision, including scheduling

In charge of a class of children 3 to 5 years of age

Creative Art curriculum and high scope

Weekly lesson plan and daily activities

Special Skills & Abilities

Ability in establishing, preparing and maintaining reports and record related to assigned

Ability to manage time and work independently

Ability to foster and maintain excellent peer and customer/ client relations

Bilingual: English / Spanish

Education: Ashford University M.A in Early Childhood Education

Chapman University B.A in Early Childhood Education

M.A Completed Education: 33. Units need more 3 to finished Ashford University

San Jose City College and Long Beach City College

Certificate: Child Development Site Supervisor Permit, Program Director permit

Early Child Growth and Interaction

Finance and Insurance Management

Profile

Jerry

First Name

Middle Initial

Vue

Last Name

City of Turlock

Employer

Human Relations Specialist

Job Title

Email Address

Primary Phone

Alternate Phone

Are you 18 years of age or older? (Required)

☒ Yes ☐ No

Question applies to multiple boards

Do you live within the City Limits of Merced? (Required)

☒ Yes ☐ No

Street Address

Suite or Apt

City

State

Postal Code

Question applies to multiple boards

Are you a registered voter in the City of Merced? (Required)

☒ Yes ☐ No

Which Council district do you live in? *

☒ District 6

Are you currently serving on a Board or Commission? If so, please list:

No

Which Boards would you like to apply for?

Tax Transparency Commission (Measure C and Measure Y): Submitted

Question applies to multiple boards

Highest Level of Education Completed: *

☒ Master's Degree

Communication

The City of Merced uses email as a preferred method of communication regarding your application. Is this acceptable to you?

☒ Yes ☐ No

If you selected no, please identify how you would like to be contacted:

Interests & Experiences

Tell us about yourself, and why you are applying for this particular Board or Commission:

My name is Jerry Vue, and I was born and raised in Merced. As a first-generation Asian American, I grew up seeing my parents work tirelessly to build a life here. Like many families in our community, we faced financial challenges, language barriers, and the reality of having to work twice as hard to create opportunities. These experiences shaped my values of resilience, hard work, and giving back. I have over six years of administrative experience working in city, county, and university roles, and I recently earned my Master of Business Administration while working full-time. Currently, I work as a Human Relations Specialist for the City of Turlock, where I manage complex budgets, contracts, and departmental projects, and support public communication initiatives. My work has always been about serving others, solving problems efficiently, and making sure decisions are made with transparency and accountability. I am applying for the Tax Transparency Commission, Planning Commission, and Citizens Advisory Focus Group because I love my community and want to help shape the future of Merced. Growing up here, I saw areas of our city that thrived and others that were left behind. I want to be a voice for families like mine and ensure our growth is inclusive and equitable. I believe Merced deserves leaders who understand its diverse communities and bring both lived experience and professional expertise to the table. I am ready to work hard, ask the tough questions, and make fair decisions that prioritize all residents and support Merced's growth into a city where every family can thrive.

Please list your current employer and relevant volunteer experience.

Company/Agency City of Turlock Address 156 S. Broadway Turlock, CA US Phone 2096685150 Website <https://www.cityofturlock.org/>

What is your understanding of the roles and responsibilities of this Board or Commission?

Tax Transparency Commission (Measure C and Measure Y) My understanding is that the Tax Transparency Commission is responsible for reviewing, monitoring, and providing oversight on the revenues and expenditures generated from Measure C and Measure Y sales taxes. This commission ensures that funds are used as intended to benefit the community, such as for public safety, infrastructure, and essential city services. Members review financial reports, evaluate spending plans, and make recommendations to City Council to promote accountability and transparency. I believe their role is critical in building public trust and ensuring taxpayer dollars are managed responsibly to address community needs. Planning Commission I understand that the Planning Commission plays a key role in shaping the city's development and growth. It reviews and makes decisions or recommendations on land use applications, zoning changes, general plan amendments, conditional use permits, and development projects to ensure they align with city codes, zoning regulations, and long-term planning goals. The commission also holds public hearings to gather community input and considers how projects impact traffic, housing, business, the environment, and quality of life. Their decisions help guide responsible development and create a balanced, sustainable city for current and future residents. Citizens Advisory Focus Group My understanding is that the Citizens Advisory Focus Group serves as a bridge between the community and city leadership, gathering input on policies, programs, and projects. Members listen to community concerns, review proposed initiatives, and provide feedback to City Council and staff to help shape decisions that reflect the needs and priorities of residents. This group ensures that diverse voices are heard in the decision-making process, helping to build policies and projects that are practical, inclusive, and community-centered.

Do you have experience or special knowledge pertaining to this Board or Commission?

Tax Transparency Commission (Measure C and Measure Y) While I do not have direct experience serving on a tax oversight board, I have extensive experience managing and analyzing budgets, contracts, and financial reports in my role as a Human Relations Specialist for the City of Turlock. I prepare monthly reports for executive meetings and City Council, manage department budgets, process reimbursements, and ensure compliance with city and state financial requirements. I also earned my Master of Business Administration, which strengthened my understanding of public finance, accountability, and the importance of transparency in managing taxpayer funds. Planning Commission I do not have direct experience serving on a Planning Commission, but I have worked in city government supporting projects that required coordination with multiple departments, understanding municipal policies, and ensuring compliance with city standards and contracts. My administrative and analytical skills, along with my MBA education, give me a strong foundation to review development projects, understand zoning codes, and ask thoughtful questions to support fair and responsible planning decisions. Citizens Advisory Focus Group While I have not served on an advisory group, I have significant experience engaging with diverse groups in the community through my work with Merced County and the City of Turlock. I have coordinated public events, managed social media communications to inform and engage residents, and conducted outreach to businesses and nonprofits to address concerns. As a first-generation Hmong American born and raised in Merced, I understand the importance of listening to community voices and ensuring all perspectives are represented in city decisions.

Any other comments you would like to add that may assist the City Council in their decision?

I appreciate your consideration of my application. As someone who was born and raised in Merced, I am deeply committed to seeing our city thrive. I bring a strong work ethic, over six years of public sector administrative experience, and a Master of Business Administration, along with lived experience as a first-generation Asian American who understands the needs and challenges of our diverse community. I am ready to listen, learn, and serve with integrity to support decisions that make Merced a better place for all residents. Thank you for the opportunity to give back to the city that has given so much to me and my family.

Requirements

Question applies to multiple boards

AB 1234 Ethics Training

☒ I Agree *

Question applies to multiple boards

Attendance Policy

☒ I Agree *

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Statement of Economic Interests - FPPC Form 700

☒ I Agree *

Question applies to multiple boards

Oath of Office

☒ I Agree *

Question applies to multiple boards

Public Scrutiny

☒ I Agree *

Question applies to multiple boards

How did you hear about this vacancy? *

☒ Other

If you selected other, please indicate how you learned about the vacancy:

Demographics

Ethnicity

☒ Prefer not to Answer

Gender

☒ Male

Date of Birth

Submission

I declare under penalty of disqualification or termination that all statements in this application are true and complete to the best of my knowledge.

JV

Jerry Vue

EXECUTIVE SUMMARY

Performance-driven college student with many years of administrative experience. Seeking a position where I can apply my excellent customer service and administrative skills in effectively fulfilling the responsibilities for the position.

EDUCATION

LAMAR UNIVERSITY

BEAUMONT, TX

Master of Business Administration

8/2023-Present

CALIFORNIA STATE UNIVERSITY STANISLAUS

TURLOCK, CA

Bachelor of Business Administration

8/2019-5/2021

PROFESSIONAL EXPERIENCE

CITY OF TURLOCK

156 S. BROADWAY, TURLOCK, CA 95380

Human Relations Specialist

10/2022-Present

-Maintain confidentiality of records and information concerning other City employees including personnel files, medical records files, workers' compensation files, payroll, and all performance related information such as employee performance evaluations, wage and salary information.

-Prepares and maintains records and logs and conducts special studies; may monitor budget accounts, as directed by supervisor.

-Provides assistance to City staff and the general public on matters regarding human resources and/or payroll.

-Conducts surveys, prepares and processes correspondence.

-Organize employee trainings.

-Maintained appointment schedules and calendars and arranged meetings.

-Assist with tracking and managing departmental projects and/or program activities.

-Assist with Internship and Performance on Purpose program.

-Prepare payroll for the division to interface with City payroll system.

-Processes a variety of personnel transactions; such as salaries, benefits, promotions, special pays, reclassifications, demotions, suspensions, terminations, merit increases along with employee performance evaluations, and other related matters.

-Maintains records of employee benefits to include vacation, sick leave, etc.

-Manage invoices, purchase orders, and contracts.

-Maintain and update the City's social media efforts.

-Assist with developing/organizing and participating in City events.

-Create and maintain the City's social media resources (Facebook, Instagram and LinkedIn), ensuring an active and engaging presence and appropriate content.

-Prepare information and flyers for billboards and City TV monitors.

-Prepare City Manager's Monthly reports.

-Prepare meeting agendas and analytical reports for Director's Executive meetings.

-Update information and policies on the City website.

-Perform research, administrative, and analytical assignments.

-Attend job fairs at colleges.

-Assisted with organizing Annual City job fair with Employment Development Department (EDD).

- Prepares recruitment materials including job announcements, writing and placing advertising, social media, assembling mailing lists and preparing and issuing candidates notices.
- Schedules, administers and scores written examinations; chair oral panels and written exams.
- Reviews and evaluates applications; updates the applicant tracking system.
- Conducts orientation interviews with new employees and exit interviews.
- Schedules pre-employment and Department of Transportation (DOT) related medical examinations.
- Prepares employees workers' compensation initial reports and forwards to third party administrator for claims processing; monitors employees return to work status reports.
- Enrolls employees in the City's retirement program (PERS) and other health care programs; answers questions regarding benefit programs; processes problem health care claims and coordinates with appropriate administrators and insurance carriers.
- Process paperwork relating to long term disability claims.
- Process Family and Medical Leave Act (FMLA/CFRA/PDL) paperwork from sending initial correspondence to employee through submitting paperwork to payroll; monitor employees return to work status reports.
- Lead Part-Time Staff.

When assigned to the Payroll function:

- Prepares and processes city-wide payroll in compliance with City, State, and Federal requirements; assists with the administration of the City's compensation plan; and prepare quarterly, annual, and W-2 tax reporting statements; process retirement plan contributions.
- Maintains and prepares payroll related records and reports; prepare payroll journal entries, prepare a variety of finance reports for multi-departmental use.
- Answer payroll related questions from employees.
- Research and resolve discrepancies or problems with a variety of vendors and governmental agencies, implement provisions and associated changes in employee bargaining agreements on the payroll system; coordinate with outside vendors, plan sponsors and governmental agencies.

CITY OF TURLOCK

156 S. BROADWAY, TURLOCK, CA 95380

Human Resources Technician

3/2022-10/2022

- Maintained confidentiality of records and information concerning other City employees including personnel files, medical records files, workers' compensation files and all performance related information such as employee performance evaluations and wage and salary information.
- Provided assistance to City staff and the general public matters regarding human resources.
- Processed merit increases along with employee performance evaluations.
- Prepared recruitment materials including job announcements, writing and placing advertising, social media, assembling mailing lists and preparing and issuing candidates notices.
- Chaired oral panels and written examinations.
- Scheduled, administered and scored written examinations.
- Reviewed and evaluated applications.
- Conducted orientation interviews with new employees and exit interviews.
- Scheduled pre-employment and Department of Transportation (DOT) related medical examinations.
- Prepared employees workers' compensation initial reports and monitored employees return to work status reports.
- Enrolled employees in the City's retirement program (PERS) and other health care programs.
- Processed paperwork relating to long term disability claims.
- Processed Family and Medical Leave Act (FMLA/CFRA/PDL) paperwork from sending initial correspondence to employee through submitting paperwork to payroll; monitored employees return to work status reports.
- Maintains records of employee benefits to include vacation, sick leave, etc.
- Manage invoices, purchase orders, and contracts.
- Conducted surveys, prepared and processed correspondence.
- Organized employee training.

- Prepared and maintained records and logged and conducted special studies.
- Maintained appointment schedules and calendars and arranged meetings.
- Prepared payroll for the division to interface with City payroll system.
- Maintained and updated the City's social media efforts.
- Assisted with tracking and managing departmental projects and/or program activities.
- Assist with Internship and Performance on Purpose program.
- Assisted with developing/organizing and participating in City events.
- Created and maintained the City's social media resources (Facebook, Instagram and LinkedIn), insuring an active and engaging presence and appropriate content.
- Prepared information and flyers for billboards and City TV monitors.
- Prepared City Manager's Monthly reports.
- Prepared meeting agendas and analytical reports for the Department Director's Executive meetings.
- Updated information and policies on the City website.
- Performed research, administrative, and analytical assignments.
- Attended job fairs at colleges.
- Assisted with organizing Annual City job fair with Employment Development Department (EDD).
- Lead Part-Time Staff.

CALIFORNIA STATE UNIVERSITY, STANISLAUS

1 UNIVERSITY CIRCLE, TURLOCK, CA 95382

Administrative Support Assistant

9/2021-3/2022

- Managed the front desk and assisted customers when they came in to our office.
- Ordered supplies for the department and managed purchase orders.
- Addressed inquiries regarding HR, benefits, and payroll-related matters.
- Drafted job postings.
- Conducted employee onboarding and orientation and presented the organization's policies and procedures.
- Assisted employees with completing new hire documents.
- Updated employee information on spreadsheets and databases.
- Assisted with the I-9 audit project. I worked on transitioning our paper I-9 to electronic. I reviewed employees I-9 forms. I made sure that they are authorized to work and have the required documentation. I tracked and made sure expired documentation were updated.
- Assisted employees with benefits enrollment during open enrollment and checked for the required documentation.
- Sent benefit change notices to employees.
- Maintain confidentiality of records and information.
- Managed employee personnel and benefits files.
- Lead and trained student employees.

CALIFORNIA STATE UNIVERSITY, STANISLAUS

1 UNIVERSITY CIRCLE, TURLOCK, CA 95382

HR Assistant

9/2020-8/2021

- Managed the front desk and assisted customers when they came into our office.
- Answered emails and phone calls.
- Responded to inquiries regarding HR, and payroll-related matters.
- Assisted employees with completing benefits enrollment and change forms.
- Maintained confidentiality with employee information.
- Maintained filing of personnel, payroll, and other documents.
- Assisted with the employee files project. I created a filing system for sorting and filing payroll documentation.
- Compiled and updated employee records of database system.
- Managed employee personnel and benefits files.

- Performed data entry with HR and payroll-related information.
- Performed other duties as assigned.

MERCED COUNTY BOARD OF SUPERVISORS

2222 M STREET, MERCED, CA 95340

Extra-Help Administrative Assistant

3/2020-9/2020

- Proofread and edited correspondences.
- Interpreted rules and regulations.
- Managed calendars.
- Took meeting notes.
- Prepared oral presentations.
- Scheduled meetings.
- Outreach with local business and non-profit organizations and helped address issues or concerns.
- Conducted community engagement and employment research surveys.
- Maintained confidential information.

MERCED COLLEGE

3600 M STREET, MERCED, CA 95348

Office Assistant

8/2017-8/2019

- Assisted Program Coordinator with the EOPS, CARE, and NextUp programs. These programs provided student resources to support low income, first generation, disabled, single household parents and foster youth students going to college at Merced College.
- Performed program intake.
- Assisted students with completing program documentation.
- Attended outreach events to promote our programs.
- Created marketing flyers to promote our programs.
- Organized meetings, workshops, and events.
- Assisted with office management and updating organization policies.
- Answered phone calls, took messages, and redirected calls.
- Scheduled and checked in students for their appointments using the college scheduling system.
- Filed and maintained confidentiality with student files and records.
- Updated information on spreadsheets, Microsoft Access, and system database.
- Performed database auditing.

SKILLS

- Bilingual in Hmong
- Microsoft Office Excel, Word, Outlook, PowerPoint, Access & OneNote
- People Soft
- Neogov
- CHRS
- New World ERP Tyler Technologies
- New World Intranet
- Canva
- Bright Sign
- ProWatch
- Target Solution (Employee Training Software)
- Calendly
- Teams
- Zoom

- Adobe