

FAIRFIELD TOWNSHIP  
RESOLUTION NO. 20-149

Tabled

**RESOLUTION TO APPOINT NICK ARMSTRONG AS FULL TIME ZONING INSPECTOR,  
AT AN HOURLY RATE NOT TO EXCEED \$25.00/HR, WITH A ONE YEAR  
PROBATIONARY PERIOD.**

**WHEREAS:** A Zoning Inspector is important to the operation of the Zoning Department; and

**WHEREAS:** A vacancy exists within the Zoning Department with respect to the Zoning Inspector position; and

**WHEREAS:** The Zoning Administrator has recommended Nick Armstrong as the preferred candidate after reviewing all resumes and interviewing all applicants;

**NOW, THEREFORE, BE IT RESOLVED,** by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

**SECTION 1:** The Board hereby approves the appointment of Nick Armstrong as a full time Zoning Inspector, at an hourly rate not to exceed \$25.00/HR, to fulfill the job requirements set forth in the attached Exhibit "A".

**SECTION 2:** The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

**SECTION 3** This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

**SECTION 4:** That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.

**SECTION 5:** This resolution shall take effect at the earliest period allowed by law.

**Adopted:** October 14, 2020

**Board of Trustees**

**Vote of Trustees**

Shannon Hartkemeyer: \_\_\_\_\_

\_\_\_\_\_

Susan Berding: \_\_\_\_\_

\_\_\_\_\_

Joe McAbee: \_\_\_\_\_

\_\_\_\_\_

**AUTHENTICATION**

This is to certify that this is a resolution which was duly passed and filed with the Fairfield Township Fiscal Officer this 14th day of October, 2020.

**ATTEST:**

Shelly Schultz  
Shelly Schultz, Fairfield Township Fiscal Officer

**APPROVED AS TO FORM:**

L E Barbieri  
Lawrence E. Barbieri, Township Law Director

# Nick P Armstrong

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517 Shultz Dr., Hamilton, Oh 45013 | | C: 513-460-1845 | nickarmstr@gmail.com

## Professional Summary

My objective is to obtain a lead role in a distinguished organization where I can use my years of experience in compliance, shrink, and accident reduction to help increase that organization's profit.

**Roles I feel I would be well qualified for include: Compliance, Corporate Training, Human Resources, and Asset Protection.**

## Core Qualifications and Certifications

- Wiclander-Zulawski Certified Interviewer and Training Mentor
- Food Safety Certified
- Hazardous Waste Inspection, ensuring associates safety
- CCTV installation and repair
- Power Lifting Equipment Certified Trainer
- PTZ System Trainor
- Retail link and General Journal review
- Multi-site experience, matrix environment leadership
- Strong merchandising and retail knowledge
- Word, Microsoft and PowerPoint Experience
- Sales/financial data analysis
- Identifying trends in business and the retail industry
- Strong communication skills both verbally and written
- Exceptional project management and organizational skills with attention to detail
- Results driven analysis – study data/trends and come to conclusions and make recommendations

## Experience

**Loss Prevention Specialist**  
**Amazon**

**Dec 2019**  
**CVG2 Hebron, Ky**

- Lead investigations of internal and external theft and fraud and conduct interviews
- Serve as department's liaison and security subject matter expert
- Effectively address security incidents including potential and actual work place violence incidents per policy as well as conduct testing of the incident response plans
- Coordinate data collection, through database polling or data entry, from multiple FCs; and conduct analysis generating strategic and tactical interpretations

**Asset Protection Manager**  
**Walmart Stores**

**Aug 2006- Dec 2019**  
**Hamilton, Ohio**

- Hire, supervise and evaluate Undercover Officers, and Safety Supervisors.
- P&L review, accident investigations, corporate fraud, internal and external case reviews.
- Provides leadership to matrix work groups, building out skills and knowledge base
- Payroll and budget planning
- Works cross-functionally and collaborates on assigned projects

# Nick P Armstrong

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- Perform data gathering tasks and analytics, identify trends, develops solutions, Project/Strategy planning and data utilization
- Customer Service

## Loss Prevention Officer Walmart Stores

Sep 2003-Apr/2006  
Springdale, Ohio

- Continuously patrol premises to secure patrons and property
- Detain suspects and investigate incidents promptly
- Testified in court for trials, grand jury and preliminary hearings
- Gathered and prepared needed information, files and evidence

## Volunteer Experience

### Crossroads Cincinnati

2016-present

## Education

### Associate of Applied Business: Business Management Miami University

2002-2006  
Oxford, Ohio

## Professional References

- **LaTeresa Blackmon**  
Coworker from 2009-2012 **C: 513-519-9149**
- **Katelyn Murphey**  
Coworker from 2013-Current **C: 859-412-8147**



**FAIRFIELD TOWNSHIP, BUTLER COUNTY, OHIO**  
 6032 Morris Road, Fairfield Twp., Ohio 45011  
 Employment Application

**APPLICANT INFORMATION**

Last Name Armstrong First Nick M.I. P. Date 10/1/20  
 Street Address 517 Shultz Dr Apartment/Unit #  
 City Hamilton State Ohio ZIP 45013  
 Phone (513) 460-1845 E-mail Address nickarmstr@gmail.com  
 Date Available 10/14/2020 Desired Salary  
 Position Applied for Zoning Inspector Type of employment desired:  Full-Time  Part-Time  Seasonal  
 Referral Source:  Advertisement  Job line  Relative  Employment Agency  
 Walk-in  Employee  Friend  Other  
 Do you have any relatives working for Fairfield Township? YES  NO  If so, who?  
 Have you worked for Fairfield Twp before? YES  NO  If so, when? 10/8/2018  
 Do you currently have a CDL? YES  NO   
 Are you a citizen of the United States? YES  NO  If no, are you authorized to work in the U.S.? YES  NO

**EMPLOYMENT HISTORY**

Provide the following information from your past and current employers, assignments, or volunteer activities, starting with your most recent. Explain any gaps in employment in the comments section below.

Employer Butler County RTA Phone (513) 785-5237  
 Address 3045 Moser Ct, Hamilton, Oh, 45011 Supervisor Carla Oden  
 Job Title Operations Manager Starting Salary \$ 16.00 Ending Salary \$  
 Responsibilities  
 From 9/1/2020 To Current Reason for Leaving  
 May we contact your previous supervisor for a reference? YES  NO

Employer Amazon Phone (859) 412-8147  
 Address 1600 Worldwide Blvd Supervisor Katelyn Hall  
 Job Title Loss Prevention Starting Salary \$ 24.00 Ending Salary \$ 24.00  
 Responsibilities  
 From 12/2019 To 6/2020 Reason for Leaving End of training, childcare pandemic, Excessive other work  
 May we contact your previous supervisor for a reference? YES  NO  travel time

Employer Walmart Phone (513) 869-8400  
 Address 3201 Princeton Rd Supervisor Michael Sobrey  
 Job Title Assistant Store AP Manager Starting Salary \$ 6.50 hr Ending Salary \$ 83,000  
 Responsibilities Operations & Security Management  
 From 02/2008 To 12/2019 Reason for Leaving Employment opportunity at amazon  
 May we contact your previous supervisor for a reference? YES  NO

**COMMENTS** including explanation of any gaps in employment.

After my departure from Amazon I stayed home with our child due to the pandemic & limited child care options

**SKILLS, QUALIFICATIONS & CERTIFICATIONS**

Summarize any special training, skills, licenses, and / or certifications that may qualify you as being able to perform job-related functions in the position for which you are applying.

Adult & child CPR Certified

**EDUCATION**

High School	Hamilton High School	Address	1156 Eaton Ave, Hamilton, Oh, 45013			
From	1996	To	2000	Did you graduate?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	Degree
College	Miami University	Address	501 E High St, Oxford, Oh, 45056			
From	2002	To	2006	Did you graduate?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address				
From		To		Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

**REFERENCES**

Please list three professional references that are not related to you and are not previous supervisors. If not applicable, list three personal references that are not related to you.

Full Name	Michael Jodrey	Relationship	Supervisor
Company	Walmart	Phone	(616) 430-8357
Address	3201 Princeton Rd		
Full Name	Wess Burroughs	Relationship	Supervisor
Company	Walmart	Phone	(513) 616-8549
Address	3201 Princeton Rd		
Full Name	Katelyn Hall	Relationship	Supervisor
Company	Amazon	Phone	(859) 412-8147
Address	1600 Worldwide Blvd		

**ADDITIONAL INFORMATION: ORGANIZATIONS**

List professional, trade, business, or civic associations and any offices held. Exclude memberships which would reveal sex, race, religion, national origin, age, color, disability, or any other similarly protected status

ORGANIZATION

OFFICES HELD

**ADDITIONAL INFORMATION: AWARDS**

List special accomplishments, publications, awards, etc. Exclude information which would reveal sex, race, religion, national origin, age, color, disability, or any other similarly protected status

**ADDITIONAL INFORMATION: OTHER**

List any additional information that you would like us to consider. Exclude information which would reveal sex, race, religion, national origin, age, color, disability, or any other similarly protected status

**CRIMINAL BACKGROUND CHECK**

If this box is checked, the applicant shall be required to complete a BC/NCIC background check through the County Sheriff's office of their place of residence. This process will be at the applicant's expense.

**DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

I understand that if I meet all requirements and characteristics as indicated in the job description, hiring may be contingent upon successful completion of drug and alcohol test, a credit report, and medical examination. These costs will be borne by the Township.

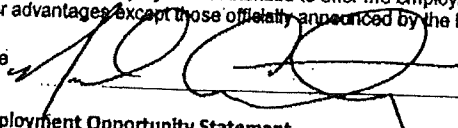
I understand that if employed:

- I may be required to work additional or fewer hours at other than my current assignment as the needs of the Township require.
- My employment is subject to complying with those rules, regulations, and conditions as established by management.
- I will be required to conform to all existing and future policies and procedures of Fairfield Township.
- Fairfield Township reserves the right to change wages, hours, and working conditions, as deemed necessary.

I understand that if I am offered employment that I must provide appropriate documentation of my eligibility to work in the United States, in compliance with the Immigration Reform and Control Act. I also understand that if I fail to provide the documentation required by law prior to my first day of employment, I will not be allowed to begin work, and the offer of employment may be rescinded.

I understand that no employee is authorized to offer me employment, promise me salary increases, change of position, advancement, or any other advantages except those officially announced by the Fairfield Township Board of Trustees.

Signature



Date 10/1/2020

**Equal Employment Opportunity Statement**

Fairfield Township provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws. Fairfield Township complies with applicable state and local laws governing non-discrimination in employment in every location in which the Township has facilities. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Fairfield Township expressly prohibits any form of unlawful employee harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of Fairfield Township employees to perform their expected job duties is absolutely not tolerated.