

Frank Perez

EDUCATION

- BA, University of Nevada Reno (2016)* Reno, Nevada
Major: Political Science
Minor: Asian Studies
- AA, Western Nevada College (2013)* Carson City, Nevada
Major: General Studies

PROFESSIONAL EXPERIENCE

- FRP Consulting LLC Reno, Nevada
Manager 06/19 – Present
- Manage small consulting business which focuses on digital content and advertisement
 - Create marketing campaigns for businesses, non-profits, and political campaigns
- City of Reno Reno, Nevada
Code Enforcement Officer 06/19 – Present
- Enforce the City of Reno’s municipal codes and local ordinances
 - Maintain a variety of databases, log accurate information based on cases, issue written correspondence
- Nevada State Legislature *80th Session* Las Vegas, Nevada
Personal Secretary 01/19 - 06/19
- Composed memorandums and reports to assemblyperson regarding the progression of legislative priorities
 - Served as the liaison between Assemblyperson and State of Nevada agencies to create public policy
- WP Consulting LLC Reno, Nevada
Manager 01/18 – 12/18
- Manage small consulting business which focuses on public relations and campaign management
 - Create and manage content and advertisements for political clients
- City of Reno Reno, Nevada
Program Coordinator 07/17 – 06/19
- Managed Neighborhood Renewal Program, work with stakeholders to rebuild blighted homes
 - Oversee a budget of two hundred and seventy five thousand dollars, coordinate the intake of applications, and manage each project
- Nevada State Legislature *79th Session* Las Vegas, Nevada
Attaché 01/17 - 06/17
- Managed schedule and set deadlines for legislative bill for Government Affairs Chairman Edgar Flores
 - Serve as representative when interacting with different lobbyists, on priority bills
- Washoe County School District Reno, Nevada
Teaching Assistant 04/15-06/16
- Aided students in grades K-6 on all subject matter within a Title 1 (low income) school
 - Taught students life skills with a focus on positive educational goal attainment
- Nevada Health Link – KPS3 Marketing Reno, Nevada
Assistant Manager 11/14 – 04/15
- Assisted clients in obtaining health insurance in accordance to the Affordable Health Care Act
 - Trained and supervised six employees on intake of consumers to make appropriate program referrals

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COMMUNITY SERVICE

<u>Community Health Alliance</u> <i>Board of Directors</i>	08/18- Present	<u>WNC - President Search Committee</u> <i>Committee Member</i>	10/17- 06-18
<ul style="list-style-type: none">• Review and approve a twenty-four million dollar budget of one of the largest health non-profits in northern Nevada• Oversees executive director on strategic plan for CHA		<ul style="list-style-type: none">• Committee member on advisory board to select new President for Western Nevada College• Provide feedback on short list of candidates to the hiring committee	
<u>Washoe County School District</u> <i>Chairman School Naming Committee</i>	06/17-Present	<u>NAACP Ready Set Read Program</u> <i>Coordinator</i>	02/14-11/14
<ul style="list-style-type: none">• Chair committee on selecting names for new schools being built in Washoe County• Provide feedback to board from community members to the committee on name proposals and selections		<ul style="list-style-type: none">• Created a reading program for youth in grades K-5 at local school• Increased literacy proficiency among students in grades K-5	

AWARDS

- 2016, Rite of Passage Scholarship Award (\$7000)
- 2015, Outstanding Service Award
Phi Beta Sigma Fraternity Incorporated
- 2014, Youth Advocacy Award
National Association of Advancement of Colored People (NAACP)