

Print

Commission Application Form - Submission #4480

Date Submitted: 1/28/2021



Commission Application Form

Please complete and submit the online form below. You will be able to print a copy of the completed form when it is submitted.

Application deadline is Friday, January 29, 2021.

Commission Information

[Notice of Commission Vacancies](#)

For additional information regarding each commission and the number of available vacancies, view the Notice of Commission Vacancies via the above link.

City Council Interview Dates

Applicants must be available to interview with the City Council between 5-7pm on one of the following dates:

- Monday, February 8
- Monday, February 22

Commission Desired*

Planning Commission ▼

Alternate Commission Choice-Optional*

Environmental Commission ▼

If Park & Recreation Commission, select Adult or Youth*

Adult Youth (Ages 16-18)

Name*

Kelsey Alto //

Home Address*

[Redacted Address] //

City*

Chanhassen ▼

(for mailing address)

Zip Code*

55317 ▼

(for mailing address)

Preferred Contact Phone*

Alternate Contact Phone

If no alternate phone, enter "none"

Email*

Number of years lived in Chanhassen*

Highest level of education attained, plus degrees, if any*

Employment History (position, employer & brief description of duties)*

Business Operations Manager, OJO Labs, October 2020 - Present, Project Management, Software Procurement, Operations Analysis, Serve as escalation point for enabling new efforts & develop creative solutions to meet deadlines.
Operations Team Lead, OJO Labs, September 2018 - October 2020, Develop and manage detailed project schedules and work plans, Update and create process flows and project templates to maximize effectiveness in project delivery.
Account Coordinator, WolfNet Technologies, October 2016 - September 2018, Manage high level customers, reporting, developing training plan, create product education program.
Administrative Assistant, WolfNet Technologies, March 2015 - October 2016, Various administrative duties

Attach resume (if desired)

No file chosen

Reasons for seeking this position*

I am a firm believer that if you want to live in a good community then you need to put in the work to make it one. I have always been interested in the inner workings of a city and this is the perfect opportunity to get involved and get to know the people in our city better.

Specific qualifications for this position*

I have years of operations and project management experience. This has given me the skills and knowledge to make decisions in a well researched and level headed manner.

Are you currently serving on other Boards, Commissions, or Committees?*

Yes
 No

If yes, please list

I serve on the events and volunteer committee for the nonprofit Still Kickin

Have you served on a Board, Commission, or Committee in the past?*

- Yes
- No

If yes, please list

Please list organization memberships and positions held*

None

Please list areas of special interest*

None

How did you hear about commission vacancies?*

Select all that apply

- Chanhassen Connection Newsletter
- City Website
- Facebook
- Twitter
- Chanhassen Villager
- Other