

Karen L. Mullins

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EDUCATION

Legal Assisting, St. Petersburg College Clearwater, Florida, 2009
Associates in Arts Degree, St. Petersburg Junior College, Clearwater, Florida, 1991
High School Diploma, Dunedin High School, Dunedin, Florida, 1981

COMMITTEE SERVICE

- 2016 – Present *Pinellas County Health Facilities Authority, Board Member*
2016 – Present *Tampa Bay Area Regional Transportation Authority, Citizen Advisory Committee Member, Alternate-Tampa, Florida*
To advise the Board on a range of issues that affect TBARTA and the region and disseminate TBARTA information.
2014 – Present *Pinellas County Metropolitan Planning Organization/Forward Pinellas, Citizen Advisory Committee Member-Clearwater, Florida*
Give Forward Pinellas public input on transportation and planning matters for Pinellas County
2011 – Present *City of Dunedin, Stormwater Advisory Committee Member, Dunedin, Florida*
Review policy, grants and funding for the Stormwater needs for the City of Dunedin

EMPLOYMENT

- 2005 – Present *Pinellas Suncoast Transit Authority, Bus Operator-St. Petersburg, Florida*
Transport passengers via bus to various locations in a timely, safe manner. Follow strict schedules and provide excellent customer service.
2001-2004 *Pinellas County School Board-School Bus Driver, Largo, Florida*
Transported students to and from school.
1997-1999 *Morton Plant Hospital-Patient Representative, Clearwater, Florida*
Patient intake for outpatient mental health department.
1992-1992 *E. Kennan Ervin, PA, Legal Clerk, St. Petersburg, Florida*
Assisted in bankruptcy proceedings for attorney.
1989-1992 *United States Postal Service Rural Carrier Associate, Palm Harbor Florida*
Cased and distributed mail; customer service
1988-1989 *SunTrust (formerly SunBank of Tampa Bay), Teller-Dunedin, Florida*
Responsible for bank transactions, accountable for monies up to \$15,000.00; customer service.
1987-1988 *Barnett Bank of Tampa, Merchant Services Technician-Tampa Florida*
Responsible for support of Merchant Services sales. Visa and MasterCard accounts for businesses. Corresponded with clients and Visa and MasterCard.
1984-1986 *Internal Revenue Service, Tax Adjuster-Holtsville, New York*
Intake of all correspondence to the IRS. Determining whether to assess or abate taxes and or penalties.
1981-1983 *Bernardo Bilang, M.D., Medical Assistant, Clearwater, FL*
Duties included, patient care, taking patient vitals, assist with minor surgeries, lab test collections including phlebotomy

INTERESTS & ACTIVITIES

Past President of the Dunedin Garden Club. Certified in Television Production, camera, audio, directing. Staying current on all levels of government action (i.e. City Commission, School Board and State Government).

COMPUTER SKILLS

GIS Beginning and Intermediate (USF), Extensive use of PC's, including but not limited to twenty-five year's

computer experience; five year's mainframe, 22 year's personal computer which include MS Office, MS Access, MS Word, HTML, social media expert.