

Office of Superintendent of Schools
Board Meeting of December 13, 2000

November 29, 2000

Personnel Management and Services
Nelson E. Diaz, Deputy Superintendent

**SUBJECT: APPOINT AND ASSIGN:
COORDINATOR III, GENERAL ACCOUNTING**

The following recommendation is made in accordance with the Miami-Dade County Public Schools/Dade County School Administrators' Association labor contract.

This open budgeted position is due to the promotion of the incumbent.

Ms. Martha M. Diaz is recommended for appointment to the open, budgeted position of Coordinator III, General Accounting, Office of the Controller, pay grade 42. Ms. Diaz received a Bachelor of Business Administration Degree in Accounting from the University of Miami, Coral Gables, Florida. From 1993 to 1999, Ms. Diaz was employed by Del Monte Fresh Produce Company, Coral Gables, Florida, as a Manager Diversified Product Accounting, North America. From 1999 to the present, Ms. Diaz has been employed by Unicapital Corporation, Miami, Florida, as a Manager of Corporate Accounting, her current position.

This recommendation is the direct result of the Board-approved advertisement and selection process.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, appoint **Ms. Martha M. Diaz** to the open budgeted position of Coordinator III, General Accounting, pay grade 42, 12 months, and assign to the Office of the Controller, effective December 14, 2000, or as soon thereafter as can be facilitated.

NED/vh