

# Application Form

## Profile

Jennifer \_\_\_\_\_ Nakao \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_ \_\_\_\_\_  
Home Address

Patent Law Works \_\_\_\_\_ Director of Administration \_\_\_\_\_  
Employer Job Title

\_\_\_\_\_ \_\_\_\_\_  
Home Address Suffix or Apartment

\_\_\_\_\_ \_\_\_\_\_ UT \_\_\_\_\_  
City State Postal Code

\_\_\_\_\_ \_\_\_\_\_  
Primary Phone

## Which Boards would you like to apply for?

Career Service Council : Submitted

## Referred by:

Kerr Nakamura

## Qualifications

### Please tell us about yourself.

I enjoy working through challenging HR issues with the support of analytical analysts. I leverage my 13 years of public accounting experience which allowed me to balance technical skills with people and client management skills. Additionally, I have built the HR side of my current employer (law firm) from its inception (implementing and managing formal policies and procedures, retirement plans, compensation management, HR management and payroll systems, and performance reviews).

### Why are you interested in serving on a board or commission?

In high school and college, I enjoyed being involved in various community service projects. This eventually evolved into boards and committees when I worked in public accounting. When I transitioned from public accounting to administration, I took a break from long-term committees and joined shorter-term committees. Now, I find myself wanting to rejoin a few meaningful committees where my broad set of technical accounting and HR management can be utilized. I have passed up a couple of opportunities in the past due to bandwidth and timing but the objective of this committee appears to align with my skill set and interests along with good timing.

**What education, work experience, or volunteer experience do you have that applies to the board you are applying for?**

I have 22 years of accounting and HR management experience working with various companies and countries. I have worked primarily in California and Utah with large engagements in Montana and Idaho. I also had the opportunity to work in Tokyo reviewing the audit work of US based companies with operations in Japan. I have a bachelors and masters degree in accounting and spent several years reviewing and working with regulators and large companies. I have worked under a performance based compensation structure my entire career and I enjoy the complexities associated with measurement and continuous improvements on career development.

**What unique perspectives could you bring to the board?**

I believe an organization needs to have clear values and a business strategy that are frequently communicated to everyone within the organization. I have strength and expertise in leading cost-efficient operations through key technical skills, process improvement, training programs and cross-functional collaboration. Educating people on how they roll into the big picture/strategy of the organization has proven to be extremely successful in creating a more collaborative environment. This environment, coupled with employees who share the same values as the organization, provides a significant competitive advantage.



Upload a Resume

**Demographics**

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

**Are you a Salt Lake County employee?**

Yes  No

**Are you a current member of another Salt Lake County board or commission?**

Yes  No



[Redacted]

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[Redacted]

[Redacted]

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[Redacted]