



To whom it may concern,

I would like to provide the attached resume for consideration for the recently vacated position of Bethlehem City Controller. The following is a brief statement about who I am and why I should be considered for the position.

I have lived in Bethlehem for about a decade. Although, I have close ties with the city since my youth. My mother is a professor of psychology at Moravian College, I attended Moravian Academy, and my wife and I, whom I met at Moravian College, are members of the Central Moravian Church.

I obtained a Bachelor's degree from Moravian College in Political Science and a Master's degree in Public Policy from the Bloustein School of Planning and Public Policy at Rutgers University. My official concentration was in Political Systems and Processes. My Policy Practicum was a group study in which I, and three other students, assessed the Disengaged Adults Returning to College (DARC) program for the New Jersey Center for Higher Education.

After graduate school, I worked briefly on Mayor Callahan's congressional campaign staff before accepting a position as campaign manager for Cynthia Philo's State Senate Campaign in Bucks County.

Following the 2010 political cycle, I returned to work at my father's business (RT Consulting & Engineering) where I began working summers as a field surveyor and CAD technician in high school. I currently work as a project manager where my work encompasses the full spectrum of the services that the business provides. Our projects include work on solar and wind projects as well as energy audits. The company's expertise is the design of cement plants, but we also do some residential and commercial design. The business is located at 65 E. Elizabeth Street, in Bethlehem, across from Moravian's football field.

My wife, who obtained her Bachelor's degree from Moravian College and a Master's in Social Work from NYU, works for Valley Youth House, which is contracted with the Bethlehem School District and other area school districts to provide in-school social services.

My ancillary interest is in the sport of tennis. I worked summers in college at numerous Racquet and Country clubs teaching the sport and I put myself through graduate school by teaching at East Brunswick Racquet Club. I have coached college tennis at the DI level with Lehigh University and at the DIII level with Moravian College, where I am currently a coaching assistant with the women's tennis program. I was a very successful player in college and continue to compete in USTA events.

I have been preparing myself through my education and career path to obtain a position of public service. However, I can think of no other that I would like to serve than Bethlehem, specifically, the people, families, and businesses that reside here. With that, I respectfully request that I be considered for the position of Bethlehem City Controller.

Thank you for your time and consideration,

Jason Toedter

Jason Toedter

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Bethlehem, PA 18018
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*Preferred contact number

Academics

Bloustein School of Public Policy at Rutgers University

- **M.P.P. (Master of Public Policy)**
- Concentration in **Labor Policy** (May 2010)

Moravian College

- **B.A. in Political Science** (May 2006)

Easton Area High School

- (June 2000)

Certifications

- Qualitative Research: Human Subjects Certified
- **PTR (Professional Tennis Registry)**
- **USTA (United States Tennis Assoc.)**
- **USRSA (United States Racquet Stringers Assoc.)**

Employment

Cynthia Philo for State Senate Apr. 2010 – Nov. 2010

Campaign Manager

- Developed messaging and responded to interest group questionnaires
- Managed web and social media content creation and integration
- Earned print media and created print advertising
- Political material development and distribution
- Managed the development, distribution and targeting of mail program, reaching 31,000 households.
- Raised nearly \$200,000 in 6 months
- Recruited, organized, and trained volunteers
- (Samples available for listed materials if requested, website listed below)

<http://www.electphilo.com/index.php>

John Callahan for Congress Jan. 2010 - Mar. 2010

- **Project Research Assistant (Energy Deregulation)**
- (Report available if requested, commercial resulting from the report listed below)

<http://www.youtube.com/watch?v=NRijxBr6RAs>

NJCHE DARC Assessment (Published) April 2010

- Year long study of the Disengaged Adults Returning to College (DARC) pilot program at four New Jersey colleges.
- (Report link below, scroll to bottom of page)

<http://www.state.nj.us/highereducation/grants/DisengagedII.htm>

RT Consulting and Engineering 2004-'07, Dec. 2010 - Current

- **Project Manager**
- Project advocacy (Energy)
- CAD designer
- Field Surveyor
- Construction Coordination
- Permit applications and obtainment
- (Example Solar Project PR listed below)

<http://www.prweb.com/releases/MetroTek/Electrical-Services/prweb4655384.htm>

Stanford Campaigns Sept. 2011

- **Contracted Researcher**

Athletics

Moravian College Jan. 2005-'07, Jan. 2011 - Current

- **Assistant Women's Tennis Coach**
- NCAA Tournament Appearances 2007, 2011

East Brunswick Racquet Club 2008-2010

- **Tennis Professional**

Lehigh University 2005-2006

- **Assistant Men's and Women's Tennis Coach**

Princeton Racquet Club 2004-2005

- **Tennis Professional**

Morris County Golf Club Summer 2002, 2003

- **Tennis Professional**

Collegiate Career:

- **MAC Rookie of the Year:** (2001)
- **1st Team All-MAC:** (2001, 2002, 2003, 2004)
- **MAC Player of the Year** (2004)
- **MAC Champion** (2004)
- Moravian Men's Tennis **Captain** (2003, 2004)
- Most Singles victories in
Moravian College history (54)

References

Dr. Carl Van Horn

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And Public Policy at Rutgers University
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Dawn Kettermen-Benner

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Head Women's Tennis Coach at Moravian College