

**Application Form****Notice of Public Record**

Please be advised that all information contained in this application is part of the City of Reno's public record and is available for public review. These positions are limited, in most cases, to residents of the City of Reno. The City Council makes a conscientious effort to appoint persons who represent all of the various communities within the City of Reno. Please be advised that certain boards and commissions require filing of financial statements with the Secretary of State or have special requirements. Contact the City Clerk's office at 334-2030 with any questions.

**Profile**

Zeina

First Name

S

Middle Initial

Barkawi

Last Name

zbar3@yahoo.com

Email Address

576 Ridge Street

Home Address

Suite or Apt

Reno

City

NV

State

89501

Postal Code

**What ward do you live in? \***☒ Ward 1

Mobile: (415) 407-9493

Primary Phone

Business: (775) 433-4132

Alternate Phone

**How long have you been a resident of the City of Reno?**

12 years

**Are you over 18 years of age?**☒ Yes ☐ No**Are you currently registered to vote in the City of Reno? \***☒ Yes

Bank of America

Employer

Human Resource Executive

Job Title

### Which Boards would you like to apply for?

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Human Rights Commission: Appointed

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### Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?

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☐ Yes ☒ No

If yes, please list conviction dates and nature:

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### Interests & Experiences

#### Education or training relevant to the board or commission to which you are applying:

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Aside from my passion, I have various experience which applies directly to the Human Rights Commission: - I am a former Global Co-Lead for Bank of America's LGBT+ Ally Program representing employees worldwide - I was a key presenter at the 2019 Out & Equal conference in Washington, DC - I have been a guest panelist and key note speaker at various Diversity & Inclusion sessions at Bank of America - I am a Co-Producer of the Emmy award-winning documentary film titled "Matt Shepard is a Friend of Mine" - I serve on the board of OUR Center, Northern Nevada's only LGBT+ Community Center - I support and volunteer with the Matthew Shepard Foundation

#### Explain briefly why you would like to be appointed to this board or commission.

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I just completed my first term on Reno's Human Rights Commission and I would like to be considered for a second term. Driven by my passion for human rights and equality, I've been able to get involved with diversity and inclusion initiatives at Bank of America where I've worked for 22 years. Through my work at the bank, I'm able to positively impact employees across the globe. Locally in Reno, I became a board member at OUR Center in February which has allowed me to make an impact in the local community. I would love this opportunity to expand my impact by getting involved at the city level. Reno is a special place with so much potential, and it's been great watching Reno evolve. I would like to be a part of Reno's evolution by providing my skills, thought-leadership, and services to the important work of the Human Rights Commission.

Z.Barkawi Resume 2019.doc

Upload a Resume

Ethnicity

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Gender

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Sexual Orientation

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### Open Meeting Law Waiver

**WAIVER OF NOTICE REQUIRED UNDER NRS 241.033(1) TO ALLOW CITY COUNCIL TO CONSIDER CHARACTER, MISCONDUCT, OR COMPETENCE OF PERSON TO BE APPOINTED TO A BOARD, COMMISSION, OR OTHER PUBLIC BODY FOR THE CITY OF RENO**

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The City Council for the City of Reno will be considering on a future posted agenda your appointment to a board, commission or other public body for the City of Reno. Pursuant to NRS 241.033(1), in order to consider the professional competence of an applicant, notice need be provided to that person of the time and place of the meeting in compliance with such statutory provisions. By agreeing below, it is confirmed that I have been provided notice of the meeting at which my appointment will be considered by City Council. Further, I knowingly and voluntarily am waiving my rights to all written notice requirements under NRS 241.033(1) pertaining to my qualifications, competence, and character to hold this appointment and consent to the evaluation of my character and competence by the Reno City Council in a public meeting. Further, the I acknowledge that I may at any time withdraw both this waiver and related application for appointment.

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☒ I Agree

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### Acknowledgement

**Please Agree with the Following Statement**

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**I certify that, to the best of my knowledge, the information I provided in the application is true. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. If appointed, I agree to attend a board or commission orientation session, if applicable, within six months of my appointment. I understand that failure to comply with this requirement will results in automatic removal from the board or commission.**

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☒ **I Agree**

# Zeina S. Barkawi

576 Ridge Street, Reno, NV 89501

[Zeina.S.Barkawi@bofa.com](mailto:Zeina.S.Barkawi@bofa.com)

CELL 415.407.9493 OFFICE 775.325.9032

**SUMMARY:** 18+ years of Human Resources experience at Bank of America, supporting multiple business units. Current Human Resource Manager overseeing national team of Manager Excellence Consultants who provide coaching to mid-level managers across the company. Strong background in leadership, staffing, talent acquisition, and coaching. Effective strategic planning, project management, communication, leadership, and organizational skills. HR Partner to Silicon Valley Market President Team. **Co-Lead for Global LGBT+ Ally Program.**

## **PROFESSIONAL EXPERIENCE:**

- Aug. 2018 – **Bank of America, Senior Vice President, Human Resource Manager,** National Role  
Current
- Lead national team of Manager Excellence Consultants who provide coaching to mid-level managers
  - Aligned to support ~2000 mid-level managers across Global Technology & Operations business
  - Manage and lead team to ensure optimal coaching and guidance being given to managers
  - Continuous education, inspection, and coaching of team to enhance coaching and consulting skills
  - Assist in the creation and implementation of learning sessions to strengthen manager skills and effectiveness
  - National lead for Employee Engagement Survey focused on reviewing, communicating, and acting on results
  - Designated Market HR Partner for the Silicon Valley Market President Team
  - Review company benefits and discounts with employees at regular New Hire Roundtable sessions
  - Facilitate Career Panels to showcase internal movement and talent across the market
  - Hold “listening sessions” with employees to solicit feedback and ideas to simplify & improve work
  - Ensure hiring is on track across local markets; work with recruiting to identify and overcome challenges
  - Bi-monthly travel to bay area for executive meetings and market webcast discussions
- Jan. 2019 – **Bank of America, Co-Lead Global LGBT+ Ally Program,** Global Role  
Current
- Design and execute global Ally Program strategy and operating model for company
  - Lead work streams focused on growing Ally memberships and activating existing Allies
  - Implementing Senior Leader strategy focused on educating executives to drive engagement through each org
  - Leading enterprise-wide Ally Week plan including key speakers, employee activities, communications, and training
  - Scheduled to present at external Out & Equal conference in Washington, DC (Oct. 2019)
- Bank of America, Senior Vice President, Talent Acquisition Manager II,** Bay Area & Reno, NV
- Lead various national teams of recruiters and contract support, including Home Loans, Small Business, & Retail
  - Work closely with Business and HR Executives to ensure staffing levels and needs are met with the right talent
  - Create and implement staffing process and tools, including interview guides and input to assessments
  - Lead training to ensure recruiting teams and partners were educated and compliant on hiring process
  - Proven ability to architect and drive change (from identifying the need through implementation)
  - Ensure cohesive internal partnerships with Recruiting Coordinator and Internal Mobility teams
  - Ensure team maintains compliance with all new hires and to ADA, EEO, FMLA, INS and state regulations
  - Implementation of 30-60-90 Retention program to reduce new hire employee turnover
  - National Aged Requisition Project Lead driving decrease of 50%.
  - Developed “Recruiting Kit” to be used when sourcing open requisitions
  - “Affluent Market” Team- worked to uncover special needs and solutions for Affluent Markets
  - Conduct Structured Coaching Visit (SCV) monthly, coaching around Core Process & playbook
  - Establish and maintain strong partnerships with external community organizations, such as Bankworks and colleges

## **EDUCATION:**

- 1999 University of Nevada, Reno: BA Psychology; Minor, French. GPA 3.42  
2003-2006 UC Berkeley Extension, San Francisco. Human Resource courses.  
2019 Hogan Assessment Certified Coach

## **ACHIEVEMENTS / COMMUNITY INVOLVEMENT:**

- Co-Lead of Bank of America’s Global **LGBT+ Ally Program**
- 2017 recipient of Reno YPN’s **“20 Under 40” award**
- 2016 recipient of Nevada Women’s Fund **“Woman of Achievement” award**
- Current board member and volunteer lead at Reno’s **LGBT OUR Center**
- Selected for Bank of America **2007 Award of Excellence**
- Former board member at Northern Nevada HOPES and Big Brothers Big Sisters of Northern Nevada

- Co-Producer of Emmy awarding-winning documentary “*Matt Shepard is a Friend of Mine*”
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