

AREA COMMISSION APPOINTMENT FORM

The Department of Neighborhoods maintains the database for the Area Commission members in the City of Columbus. The information on this form is used to process the Mayor's appointment and ensure timely and accurate distribution of meeting notices, training opportunities, and other City activities. Please complete all sections of the form with information about your recently elected/appointed commissioner within seven (7) days of the election/appointment. After completing and signing this form, please return it, along with the appointees resume and/or biography to your Neighborhood Liaison via email. Please contact your Neighborhood Liaison with any questions or comments.

Please Type

Area Commission Name	
Please check appropriate box <input checked="" type="checkbox"/> New appointment <input type="checkbox"/> Reappointment	Are there changes to this information? Yes <input type="checkbox"/> No <input type="checkbox"/>
First Name	Andrew
Last Name	Verhage
Title (i.e. officer / commissioner)	COMMISSIONER
Address	677 Oakwood Ave
City	Cols.
State	OH.
Zip Code	43205
Home Telephone	614 738-9033
Work Telephone	N/A
Email Address	Verhage@gmail.com
District/Designation	
Term Start Date	1-12-2019
Term Expiration	12-31-2019
Seat Succession	Leslie Atwood

Area Commission Chair Signature

[Handwritten Signature]

ALL SECTIONS OF THIS FORM MUST BE COMPLETED

ANDREW VERHAGE

677 Oakwood Avenue
Columbus, Ohio 43205
614-738-9033 / verhage@gmail.com

COMMUNITY INVOLVEMENT

- Franklin County Board of Elections
- Voting Location Deputy 2018 to present (Blackburn Recreation Center)
- Voting Location Manager 2014 to 2017, Roster Judge 2009 to 2013.
- First Congregational Church United Church of Christ
- Member of Church Vitality Committee
- Old Oaks Civic Association
- Member
- Volunteer at the June 2018 home & garden tour
- Columbus Landmarks Foundation
- Member
- Upper Arlington Historical Society
- Secretary, Board of Trustees 2009 to 2012.

CORE COMPETENCIES

- Account accuracy and quality assurance.
- Policy compliance.
- Process analysis, enhancement, and documentation.
- Data retrieval and analysis.
- Training of new hires.
- PC-proficient in Microsoft Office, SAP ECC, and Salesforce.
- Languages: French, Italian, German, and Latin.

PROFESSIONAL EXPERIENCE

August 2009 to present

Chemical Abstracts Service

Staff Sales Information Analyst

August 2015 to present - Customer Account Management Department

- Responsible for account administration, SAP ECC contract accuracy and policy adherence.
- Coordinate implementation process including price quotes, implementation instruction, and quality assurance.
- Retrieve Salesforce.com reports to manage renewal opportunities.
- Communicate with customers, sales reps, and agents around the world as well as CAS staff across Sales, Legal, and Finance departments.
- Subject Matter Expert for CHEMCATS product.

Scribner Customer Support Advisor

August 2009 to August 2015 - Customer Account Management Department

- Implemented new and renewing customer accounts, using SAP CRM and SAP ECC programs.
- Verified and input customer agreements according to strict standards and stringent service-level objectives.
- Prepared and distributed invoices and reports, summarized reports and highlighted key statistics for management.
- Led the creation and maintenance of Non-Billable Scribner and STN access for CAS employees, contractors, and external vendors and agents in support of product development, testing, and sales efforts.
- Maintained customer accounts and communicated with both internal and external customers around the world.
- Audited new and existing account setups.
- Defined and documented new processes and changing processes. Created and maintained Word and PowerPoint process documents to ensure accuracy and to assist new hires.