



Eileen Donoghue  
City Manager

August 6, 2020

Mayor John J. Leahy  
and  
Members of the City Council

RE: Cemetery Commission; Appointment Thereto

Dear Mayor Leahy and Members of the City Council:

Please be advised that I am appointing John S. Marshall, III, of 23 Bunker Hill Avenue, Lowell, MA 01850 to the Cemetery Commission for five (5) year term expiring August 11, 2025.

Since confirmation by the City Council is not required for this appointment, this letter is notification of such appointment.

I have attached his cover letter and resume for your review. If you have any questions regarding this matter, please feel free to contact me.

Very truly yours,

Eileen M. Donoghue  
City Manager

boards/20

cc: City Clerk  
City Solicitor  
Cemetery Commission

City Auditor  
Human Relations Manager  
MIS

✓ Confirmation  
sent 7/17/20

**John S. Marshall, III**

HR RECD  
JUL 17 2 41:05 PM

July 14, 2020

To whom it may concern,

I am interested in the Cemetery Commission position that is currently posted. After reviewing the duties and responsibilities of the position, I feel I am an excellent candidate for this position.

I would bring to the Cemetery Commission a broad range of skills and traits, including:

- Excellent interpersonal, supervisory, planning and organizational skills, the ability and desire to follow up, and superior records management
- Professional work ethic
- Strong desire to give back to my community

I appreciate your consideration of my application, and I would welcome the opportunity to further discuss this position with you. If you have questions or would like to schedule an interview, please contact me by phone at . I look forward to hearing from you.

Sincerely,

John S. Marshall, III

# John S. Marshall, III

---

## Experience

---

04/2011-2/2017 Lowell Regional Water Utility Lowell, MA

### Head Filter Operator

- Operate Water Treatment Plant
- Perform laboratory tests
- Supervise Operator on shift
- Maintain logs and enter data into various software programs

---

03/2008-04/2011 North Chelmsford Water District N. Chelmsford, MA

### Water Service Maintenance Man

- Responsible for maintaining the Water Distribution System
- Performing Water Treatment related duties including testing, sampling, pump maintenance, etc.
- Service calls
- Meter reading
- Semi-annual Backflow prevention device testing and surveying

---

2001-12/2007 East Chelmsford Water District E. Chelmsford, MA

### Assistant Superintendent

- Responsible for maintaining the Water Distribution System
- Responsible for operation of the Filter Plant
- Meter Reading
- Service calls
- Supervision of projects within District bounds, including inspection of work being done by contractors and records management

---

1999-2001 Lowell Regional Water Utility Lowell, MA

### Water Service Maintenance Man

- Responsible for maintaining the Water Distribution System

---

## Education

---

Greater Lowell Technical High School Tyngsborough, MA

---

## Professional Licenses/Training

---

- Massachusetts Water Treatment- Grade 3 Full- #11324
- Massachusetts Water Distribution- Grade 3 Full- #11461
- Massachusetts Backflow Tester/Surveyor- #31739
- FEMA Emergency Management Institute
  - IS-00700 Issued 09/30/05
  - IS-00100 Issued 11/22/05
- OSHA Construction Safety and Health (10 hr.) 11-004831779