

**DANIEL A. MACGILLIS**

356 Goodnow Boulevard  
Round Lake, IL 60073  
Home: 847-546-5766  
Cell: 847-269-5766

**PROFESSIONAL EXPERIENCE**

**Greater Round Lake Fire Protection District**

Trustee 2009 – Present

- Mandate corporate authority for the fire district considering acquisitions, maintenance, and operation of fire stations and equipment
- Assist in the appointments, duties and compensation of the officers and other full time employees of the district

**National Athletic Club**

Account Manager – Jan 2012 – Present

- Responsible for managing, training and scheduling staff
- Maintaining inventory and monthly accounting duties
- Promoting and coordinating events

**Prospect Distribution (Chicago Tribune Company)**

News Distribution Contractor 1995 - 2008

Owner and operator of Prospect Distribution. Newspaper distribution company contracted through the Chicago Tribune Company.

- Controlled daily distribution of 13 newspapers and news products to home delivery subscribers and single copy retail outlets for all the Round Lake Area, Ingleside, Fox Lake and Spring Grove, Illinois
- Managed up to 24 independent contractors for distribution and assembly
- Developed and employed all warehouse activities to maximize productivity
- Adhered to stringent time schedule and deadlines
- Resolved customer service issues
- Maintained and tracked circulation and prepared ABC audit reports

**Northern Illinois Decorating 1991 - 1995**

Forman

Supervised team for a high-tech painting and decorating company. Coordinated job schedules, placed bids and arrangements with other trades.

- Supervised crews of up to five employees
- Improved morale of co-workers resulting in increased productivity
- Increased markets by improving relationships with other trades
- Received promotion and bonus for reaching deadlines and excellence of work
- Attended training seminars for custom techniques

**DANIEL A. MACGILLIS**

356 Goodnow Boulevard  
Round Lake, IL 60073  
Home: 847-546-5766  
Cell: 847-269-5766

**Chevrette News Agency**, (Chicago Tribune) Lake Villa, IL 1991-1994

Manager

Logged data for home delivery routes that covered specific zip code delivery and single copy draws.

- Route driver
- Set a standard for other drivers by achieving the least amount of delivery complains for the agency
- Prepared circulation reports

**DANIEL A. MACGILLIS**  
356 Goodnow Boulevard  
Round Lake, IL 60073  
847-546-5766

**MacGillis Funeral Home**, Round Lake, IL 1979-1989  
Owner & Director

- Handled all responsibilities of owning a small business; i.e., first need calls, arrangements, counseling sessions, accounting, sales merchandising, promotions and human resources
- Reconstructed funeral arrangement/counseling sessions resulting in improved sales techniques
- Increased net profits 15% through new merchandising and sales
- Filing and recording of local, county and state certificates and documents
- Organized accounting and financials
- Head of preparation room and restorative art
- Designed working layout of new building
- Improved working relations with fellow professionals

**Education**

College of Lake County, Grayslake, IL 1976-1978

Southern Illinois University, Carbondale, IL 1978-1980  
Associates of Arts

**Past Membership Affiliations**

Vice President, Round Lake Area Chamber of Commerce  
Host of Chamber Spectrum cable television broadcast  
Zoning and Planning Commissioner  
Exchange Club, Masonic Order, Lions

References available upon request.