

# Administrative Services Division

10/14/2020

Administrative Services Division Director  
 Administrative Services Division  
 Santa Fe  
 Division Director II  
 (GOVX 32) Permanent  
 10793  
**VACANT - ASD - 00010793**

Human Resources/ Risk Management- Bureau Chief  
 Administrative Services Division  
 Santa Fe  
 505-827-9769  
 Harry.hawkins@state.nm.us  
 Administrative Operations Manager II  
 (Pay Band 85) Permanent  
 11984  
**HC Hawkins**

Financial Services Bureau - Chief Financial Officer (CFO)  
 Administrative Services Division  
 Santa Fe  
 505-469-1825  
 marlene.velasquez@state.nm.us  
 General Manager I  
 (Pay Band 90) Sponsored Term  
 27239  
**Marlene A. Velasquez**

Payroll, Compensation & Classification  
 Administrative Services Division  
 Santa Fe  
 505-827-9769  
 stephanie.sloman@state.nm.us  
 Staff Manager  
 (Pay Band 75) Permanent  
 10736  
**Stephanie M. Sloman**

Labor, Employee Relations & Staff Development  
 Administrative Services Division  
 Santa Fe  
 505-827-2109  
 suzette.porter1@state.nm.us  
 Staff Manager  
 (Pay Band 75) Permanent  
 11978  
**Suzette M. Porter**

Resource Protection Division - Financial Section - Financial Manager  
 Administrative Services Division  
 Santa Fe  
 Administrative Operations Manager II  
 (Pay Band 85) Permanent  
 12304  
**VACANT - ASD - 00012304**

Financial Services Bureau - General Operations & General Ledger Section -  
 Manager  
 Administrative Services Division  
 Santa Fe  
 Administrative Operations Manager I  
 (Pay Band 80) Permanent  
 27301  
**VACANT ASD - 00027301**

Financial Services Bureau - Purchasing & Accounts Payable Section - Manager  
 Administrative Services Division  
 Santa Fe  
 505-476-3718  
 josephm.lovato@state.nm.us  
 Purchasing Agent - Administrative Operations Manager I  
 (Pay Band 80) Sponsored Term  
 27302  
**Joseph M. Lovato**

Environmental Protection Division - Financial Section - Financial Manager  
 Administrative Services Division  
 Santa Fe  
 505-476-3725  
 denice.torres2@state.nm.us  
 Administrative Operations Manager II  
 (Pay Band 85) Sponsored Term  
 29216  
**Denice Torres**

Water Protection Division - Financial Section - Financial Manager  
 Administrative Services Division  
 Santa Fe  
 505-500-7240  
 alysia.leavitt@state.nm.us  
 Administrative Operations Manager II  
 (Pay Band 85) Permanent  
 58736  
**Alysia Leavitt**

Financial Services Bureau - Budget & Grant Section - Manager  
 Administrative Services Division  
 Santa Fe  
 505-699-9176  
 heather.toya@state.nm.us  
 Administrative Operations Manager II  
 (Pay Band 85) Permanent  
 11989  
**Heather Toya**

# Human Resources Bureau

Human Resources/ Risk Management Bureau Chief  
Administrative Services Division  
Santa Fe  
505-827-9769  
Harry.hawkins@state.nm.us  
Administrative Operations Manager II  
(Pay Band 85) Permanent  
11984

**HC Hawkins**

Payroll, Compensation & Classification  
Administrative Services Division  
Santa Fe  
505-827-9769  
stephanie.sloman@state.nm.us  
Staff Manager  
(Pay Band 75) Permanent  
10736

**Stephanie M. Sloman**

Labor, Employee Relations & Staff Development  
Administrative Services Division  
Santa Fe  
505-827-2109  
suzette.porter1@state.nm.us  
Staff Manager  
(Pay Band 75) Permanent  
11978

**Suzette M. Porter**

Payroll, Compensation & Classification  
Administrative Services Division  
Santa Fe  
505-827-9822  
frank.fajardo2@state.nm.us  
Human Resources, Training & Labor Specialist Advanced  
(Pay Band 65) Permanent  
11980

**Frank T. Fajardo**

Payroll, Compensation & Classification  
Administrative Services Division  
Santa Fe  
505-827-9851  
mariana.rebezniuc@state.nm.us  
Human Resources, Training & Labor Specialist Operational  
(Pay Band 60) Permanent  
11993

**Mariana Rebezniuc**

Payroll, Compensation & Classification  
Administrative Services Division  
Santa Fe  
  
Human Resources, Training & Labor Specialist Advanced  
(Pay Band 65) Permanent  
11991

**VACANT - HRB - 00011991**

Labor, Employee Relations & Staff Development  
Administrative Services Division  
Santa Fe  
505-827-0424  
audra.williams@state.nm.us  
Human Resources, Training & Labor Specialist Advanced  
(Pay Band 65) Permanent  
34930

**Audra Scott Williams**

Labor, Employee Relations & Staff Development  
Administrative Services Division  
Santa Fe  
Santa Fe  
  
Human Resources, Training & Labor Specialist - Operational  
(Pay Band 60) Sponsored Term  
12272

**VACANT - HRB - 00012272**



**Water Protection Division – Financial Section**

Water Protection Division - Financial Section - Financial Manager  
 Administrative Services Division  
 Santa Fe  
 505-500-7240  
 alysia.leavitt@state.nm.us  
 Administrative Operations Manager II  
 (Pay Band 85) Permanent  
 58736  
**Alysia Leavitt**

Surface Water Quality Bureau - Fiscal Financial Manager  
 Administrative Services Division  
 Santa Fe  
 505-827-2158  
 annette.romero3@state.nm.us  
 Administrative Operations Manager I  
 (Pay Band 80) Permanent  
 11994  
**Annette Romero**

Drinking Water Bureau - Fiscal Financial Manager  
 Administrative Services Division  
 Santa Fe  
 505-476-8722  
 jacob.weathers@state.nm.us  
 Administrative Operations Manager I  
 (Pay Band 80) Sponsored Term  
 50809  
**Jacob Weathers**

Ground Water Quality Bureau - Fiscal Financial Manger  
 Administrative Services Division  
 Santa Fe  
 505-827-2829  
 margie.wagner@state.nm.us  
 Administrative Operations Manager I  
 (Pay Band 80) Permanent  
 80186  
**Margie Wagner**

Construction Programs Bureau - Fiscal Financial Manager  
 Administrative Services Division  
 Santa Fe  
 505-827-2808  
 meliza.bernal@state.nm.us  
 Administrative Operations Manager I  
 (Pay Band 80) Permanent  
 11981  
**Meliza Bernal**

Surface Water Quality Bureau-Financial Staff  
 Administrative Services Division  
 505-827-2917  
 jody.pino@state.nm.us  
 Business Operations Specialist - Advanced  
 (Pay Band 60) Sponsored Term  
 34277  
**Jody Pino**

Drinking Water Bureau - Financial Staff  
 Administrative Services Division  
 (Pay Band 60) Sponsored Term  
 505-476-8622  
 trina.page@state.nm.us  
 Management Analyst - Operational  
 Santa Fe  
 12159  
**Trina V. Page**

Ground Water Quality Bureau - Financial Staff  
 Administrative Services Division  
 Santa Fe  
 Budget Analyst - Advanced  
 (Pay Band 65) Sponsored Term  
 12213  
**VACANT - GWQB - 00012213**

Construction Programs Bureau - Fiscal Staff  
 Administrative Services Division  
 Santa Fe  
 505-827-0511  
 levi.tapia@state.nm.us  
 Budget Analyst - Basic  
 (Pay Band 55) Sponsored Term  
 12202  
**Levi A. Tapia**

Surface Water Quality Bureau-Financial Staff  
 Administrative Services Division  
 505-827-0669  
 justin.hinojosa@state.nm.us  
 Financial Specialist All Other - Operational  
 (Pay Band 50) Sponsored Term  
 80220  
**Justin Hinojosa**

Drinking Water Bureau - Financial Staff  
 Administrative Services Division  
 (Pay Band 55) Sponsored Term  
 505-476-8621  
 amorette.garcia2@state.nm.us  
 Financial Specialist All Other - Advanced  
 Santa Fe  
 10106703  
**Amorette Garcia**

Ground Water Quality Bureau - Financial Staff  
 Administrative Services Division  
 Santa Fe  
 505-827-2830  
 joy.montoya2@state.nm.us  
 Budget Analyst - Advanced  
 (Pay Band 65) Sponsored Term  
 58087  
**Joy Montoya**

Construction Programs Bureau - Fiscal Staff  
 Administrative Services Division  
 Santa Fe  
 505-827-2816  
 micheller.ortiz-mon@state.nm.us  
 Financial Specialist All Other - Advanced  
 (Pay Band 55) Permanent  
 12134  
**Michelle R. Ortiz-Montoya**

Ground Water Quality Bureau - Financial Staff  
 Administrative Services Division  
 Santa Fe  
 Financial Specialist, AO - Operational  
 (Pay Band 50) Permanent  
 22141  
**VACANT - GWQB - 00022141**

Ground Water Quality Bureau - Financial Staff  
 Administrative Services Division  
 Santa Fe  
 Budget Analyst - Operational  
 (Pay Band 60) Sponsored Term  
 31172  
**VACANT - GWQB - 00031172**

# Environmental Protection Division – Financial Section



Resource Protection Division – Financial Section

Resource Protection Division - Financial Section - Financial Manager  
Administrative Services Division  
Santa Fe  
  
Administrative Operations Manager II  
(Pay Band 85) Permanent  
12304  
**VACANT - ASD - 00012304**

Petroleum Storage Tank Bureau - Fiscal Financial Staff  
Administrative Services Division  
Santa Fe  
505-827-1080  
kristina.richardson@state.nm.us  
Budget Analyst - Advanced  
(Pay Band 65) Sponsored Term  
28819  
**Kristina Richardson**

Solid Waste Bureau Fiscal - Fiscal Financial Staff  
Administrative Services Division  
Santa Fe  
505-827-2452  
maria.atencio2@state.nm.us  
Budget Analyst - Operational  
(Pay Band 60) Permanent  
31963  
**Maria Atencio**

Department of Energy Oversight Bureau - Fiscal Financial Staff  
Administrative Services Division  
Santa Fe  
505-383-2075  
paula.garcia2@state.nm.us  
Budget Analyst - Advanced  
(Pay Band 65) Sponsored Term  
22128  
**Paula Garcia**

Hazardous Waste Bureau - Fiscal Financial Manager  
Administrative Services Division  
Santa Fe  
  
Administrative Operations Manager II  
(Pay Band 80) Permanent  
80201  
**VACANT - ASD - 00080201**

Hazardous Waste Bureau - Financial Staff  
Administrative Services Division  
Santa Fe  
505-476-6012  
charlotte.duran@state.nm.us  
Management Analyst - Operational  
(Pay Band 60) Sponsored Term  
29344  
**Charlotte E. Duran**

Hazardous Waste Bureau - Financial Staff  
Administrative Services Division  
Santa Fe  
505-476-6003  
vanessa.baros@state.nm.us  
Financial Specialist All Other - Operational  
(Pay Band 50) Sponsored Term  
56805  
**Vanessa Baros**

Hazardous Waste Bureau - Financial Staff  
Administrative Services Division  
Santa Fe  
  
Business Operations Specialist - Operational  
(Pay Band 55) Sponsored Term  
12197  
**VACANT - HWB - 00012197**

# General Operations & General Ledger Section

Financial Services Bureau - General Operations & General Ledger  
Section - Manager  
Administrative Services Division  
Santa Fe

Administrative Operations Manager I  
(Pay Band 80) Permanent  
27301

**VACANT - ASD - 00027301**

Financial Services Bureau - General Operations & General Ledger  
Section  
Administrative Services Division  
Santa Fe  
505-476-3702  
frances.ortega2@state.nm.us  
Accountant & Auditor - Advanced  
(Pay Band 65) Sponsored Term  
10824

**Frances M. Ortega**

Financial Services Bureau - General Operations & General Ledger  
Section & Capital Asset Coordinator  
Administrative Services Division  
Santa Fe  
505-827-2615  
sammy.quintana1@state.nm.us  
Business Operations Specialist Operational  
(Pay Band 55) Permanent  
11990

**Sammy T. Quintana**

Financial Services Bureau - General Operations & General Ledger  
Section, Cash Management/Agency Vehicle Coordinator  
Administrative Services Division  
Santa Fe  
505-476-3708  
veronica.chavez2@state.nm.us  
Business Operations Specialist - Advanced  
(Pay Band 60) Permanent  
10795

**Veronica A. Chavez**

Financial Services Bureau - General Operations Unit  
Administrative Services Division  
Santa Fe

Financial Specialist All Other - Advanced  
(Pay Band 55) Sponsored Term  
12228

**VACANT - FSB - 00012228**

## Budget & Grant Section

Financial Services Bureau - Budget & Grant Section - Manager  
Administrative Services Division  
Santa Fe  
505-699-9176  
heather.toya@state.nm.us  
Administrative Operations Manager II  
(Pay Band 85) Permanent  
11989

**Heather Toya**

Financial Services Bureau - Budget & Grant Section  
Administrative Services Division  
Santa Fe  
505-476-3707  
eliasj.gomez@state.nm.us  
Budget Analyst - Advanced  
(Pay Band 65) Permanent  
26638

**Elias Gomez**

Financial Services Bureau - Budget & Grant Section  
Administrative Services Division  
Santa Fe  
505-476-3705  
william.lane@state.nm.us  
Staff Manager  
(Pay Band 75) Permanent  
27803

**William Lane**

Financial Services Bureau - Budget & Grant Section  
Administrative Services Division  
Santa Fe  
505-827-0381  
steven.chen@state.nm.us  
Budget Analyst - Advanced  
(Pay Band 65) Permanent  
12274

**Steven Chan**

Financial Services Bureau - Budget & Grant Section  
Administrative Services Division  
Santa Fe

Accountant & Auditor - Advanced  
(Pay Band 65) Sponsored Term  
12051

**VACANT - FSB - 00012051**

Financial Services Bureau - Budget & Grant Section  
Administrative Services Division  
Santa Fe

Accountant & Auditor - Advanced  
(Pay Band 65) Sponsored Term  
12194

**VACANT - FSB - 00012194**

# Purchasing & Accounts Payable Section

Financial Services Bureau - Purchasing & Accounts Payable Section -  
Manager  
Administrative Services Division  
Santa Fe  
505-476-3718  
josephm.lovato@state.nm.us  
Purchasing Agent - Administrative Operations Manager I  
(Pay Band 80) Sponsored Term  
27302

Joseph M. Lovato

Financial Services Bureau - Purchasing & Accounts Payable Section  
Administrative Services Division  
Santa Fe  
505-476-4313  
christina.pilar2@state.nm.us  
Purchasing Agent - Advanced  
(Pay Band 65) Sponsored Term  
10786

Christina Pilar

Financial Services Bureau - Purchasing & Accounts Payable Section  
Administrative Services Division  
Santa Fe  
505-827-2345  
jessica.tapia@state.nm.us  
Accountant & Auditor - Advanced  
(Pay Band 65) Sponsored Term  
25132

Jessica Tapia

Financial Services Bureau - Purchasing & Accounts Payable Section  
Administrative Services Division  
Santa Fe  
505-476-8621  
josea.gomez@state.nm.us  
Purchasing Agent - Advanced  
(Pay Band 65) Sponsored Term  
10785

Jose A. Gomez

Financial Services Bureau - Purchasing & Accounts Payable Section  
Administrative Services Division  
Santa Fe  
  
Accountant & Auditor - Advanced  
(Pay Band 65) Permanent  
10782

VACANT - ASD - 00010782