

DAVID MARTINO

Davidkmartino@gmail.com • 3118 Jersey Avenue, Norfolk, VA 23513 • 757-652-4317

Objectives

To offer my experience as a motivated employee and manager with a strong technical and construction background with a talent for team building and managing multiple projects simultaneously and successfully.

Education

Tidewater Community College

May 2014 Associates of Science and Business Administration

Experience

GTB Enterprise, Inc. | 3419 King Street, Portsmouth, VA 23707

757-966-7093

Director of Operations

February 2007 – June 2019

- Oversee all window installation jobs by installation technicians and assistants including
- Coordinate, schedule and organize installation jobs for over 20 properties per week
- Track production of all installation technicians and ensure safety standards compliancy
- Handle customer complaints and installation issues
- Manage inventory and order marterials for all jobs including metal coil, windows, cleaning supplies, etc.
- Keep track of employee hours, including overtime and time off
- Oversee hiring and performance evaluations of employees
- Install a minimum of 40 windows per week in residential properties
- Manages 6 crews of 20 + installation technicians and assistants daily
- Create weekly, monthly, and yearly budgets and strive to keep all crews within allotted budgets
- Create and distribute proposals for customers

Sea Thru Windows | 3745 Progress Road, Norfolk, VA 23502

No longer in business

Installation Manager

February 2007 – July 2015

- Oversee all window installation jobs by installation technicians and assistants
- Coordinate and organize installation jobs for over 20 properties per week
- Track production of all installation technicians
- Handle customer complaints and installation issues
- Manage inventory of all job materials including metal coil, windows, cleaning supplies, etc.
- Keep track of employee hours, including overtime and time off
- Install a minimum of 40 windows per week in residential properties

DAVID MARTINO



- Manages 6 crews of 20 + installation technicians and assistants daily

Ebb Tide / Norfolk, Virginia

Siding Mechanic

No longer in business

January 2006 – February 2007

- Installed siding and windows in new construction home and rental properties
- Estimated quantity of material needed for siding
- Removed and replaced roofing shingles
- Assisted with framing of new construction homes
- Assisted with building of decks
- Helped with painting and staining
- Installed interior trim (baseboards, window and door casing)

Skills

- Supervision of lead technicians and their assistants
- Extensive knowledge and experience braking metal
- Experience with various power tools
- Experience with various hand tools
- Ability to analyze and troubleshoot problems
- Ability to work as part of a team or independently
- Attention to detail
- Ability to plan, organize and execute assignments
- Self-motivated
- Conflict resolution
- Meet company profit goals by managing inventory and distribution plus crew hours
- Extensive knowledge of Window Wizard (Atrium)

Certifications

- Simonton Windows Preferred Installer – March 2016
- Simonton Windows Master Consultant – January 2016
- Lead Renovator (Certificate #R-R-1838-15-0088) – June 2015, expires June 21, 2020

References

- George Black, Project Manager, Lighthouse Construction & Development, LLC
757-943-0711
- Lila Rohr, Office Manager, GTB Enterprise, Inc. 757-696-6414
- Dale Land, Sales, Ted Lansing, 757-266-9023

Additional references available upon request