

CONNER MARTIN

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EDUCATION

UNIVERSITY OF NEW HAMPSHIRE

UNH Coding Bootcamp

24-Week Program

Durham, NH

March 2023 – Present

SOUTHERN NEW HAMPSHIRE UNIVERSITY

Bachelor of Science in Business Administration

GPA: 4.0 | Graduated Summa Cum Laude

Manchester, NH

May 2018

NHTI: CONCORD'S COMMUNITY COLLEGE

Associate of Science in General Studies

GPA: 3.90 | Highest GPA of graduating students in the General Studies Program

Concord, NH

May 2017

EXPERIENCE

Custodial Manager, Aramark - Oyster River Cooperative School District, Durham, NH October 2022 – October 2023

- Oversee custodial operations for multiple school buildings, including hiring, training, and directing a team of 20+ custodial staff members in a union environment
- Develop and implement cleaning schedules, procedures, and standards to ensure a clean and safe environment for students, faculty, and staff
- Maintain inventory and ordering supplies as needed while staying within budget constraints
- Conduct regular safety inspections to identify potential hazards and take corrective actions as necessary
- Collaborate with school administrators and other departments to ensure seamless operations and address any concerns or issues

Residential Sales Associate, ADF Flooring - Concord, NH

September 2021 – October 2022

- Informed and sold flooring products and installations to customers; measured as needed, drew floor plans, annotated installation instructions for installers, and created estimates in Quickbooks
- Maintained showroom keeping product displays organized and up to date; cleaning activities
- Maintained inventory in warehouse, assist in warehouse activities including unloading deliveries, use manual and electric pallet jack

Flooring Consultant, THE HOME BEAUTIFUL - Belmont, NH

May 2021 – September 2021

- Informed and sold flooring products and installations to customers, developed an inventory system, collected and recorded data on product returns, and managed the installation process from start to finish

Manager, KRAZY KIDS - Pembroke, NH

October 2019 – March 2020

- Primarily responsible for all daily business operations; focused on organizing newly purchased business
- Managed weekly ordering; produced a cost analysis to consolidate suppliers
- Developed owners and operations manual, employee manual, COVID-19 cleaning guides, and altered business processes to increase efficiency and improve employee accountability
- Assisted in accounting efforts, organizing and entering revenues, expenses, and other financial activities into Quickbooks

Custodian, STRAFFORD SCHOOL - Strafford, NH

July 2013 – October 2022

- Oversaw floor stripping project for approximately 60,000 square feet, improving the efficiency of specific processes, allowing work hours to be allocated elsewhere and increasing productivity
- Managed operations and procedures while collaborating with team members to meet deadlines and enable school events and activities in the upcoming school year

SKILLS

Social Media/Web: Skilled using Facebook, Twitter, Instagram, LinkedIn, eBay, and Amazon to drive sales and marketing efforts

Computer: Quickbooks. Microsoft: Word, Excel, PowerPoint, Outlook, Teams. Experience with Windows and MacOS.