

CONNER MARTIN

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EDUCATION

UNIVERSITY OF NEW HAMPSHIRE

Full-Stack Web Development Coding Bootcamp

Professional Development Certificate Program

Durham, NH (Online)

March 2024

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

Residential Sales Associate, ADF Flooring - Concord, NH

September 2021 – October 2022

- Inform and sell flooring products and installations to customers - including carpet, lvp, sheet vinyl, tile, and hardwood; measure as needed, draw floor plans, annotate installation instructions for installers, and create estimates in Quickbooks
- Control and manage the installation process from start to finish, working with subcontractors to ensure project completion and customer satisfaction
- Helped advise and facilitate the adoption of a digital measurement software for more accurate job costing and estimation

Flooring Consultant, THE HOME BEAUTIFUL - Belmont, NH

May 2021 – September 2021

- Inform and sell flooring products and installations to customers - including carpet, lvp, sheet vinyl, tile, and hardwood; measure, draw floor plans, and create estimates in Quickbooks
- Open and operate The Home Beautiful Bargain Outlet on Mondays. Sell flooring remnants and schedule bindings for area rugs. Assisted in developing an inventory system to track margins and increase access to product information
- Responsible for collecting and recording data on product returns at our warehouse for all sales, and assist in ensuring each return is processed on time
- Project Manager - Responsibilities include completing all measurements, drawings, installation instructions, and sourcing all installation supplies and accessories needed, and determining their quantities for other employees. Tasked with developing relationships with installers to help in scheduling efforts, and to manage and predict problems before they occur

Manager, KRAZY KIDS - Pembroke, NH

October 2019 – March 2020

- Primarily responsible for all daily business operations; focused on organizing newly purchased business and increasing productivity of employees to provide better customer service
- 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

Manager, LANG'S ICE CREAM - Pembroke, NH

April 2019 – March 2020

- Developed owners and operations manual, employee manual, and organized relevant business documents
- Assisted in accounting efforts; tracking revenues, expenses, and other financial activities via 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: Experienced with HTML5, CSS3, Javascript, React.js, MongoDB, MySQL, Node.js, Express.js, Handlebars.js, Bootstrap, JQuery, Quickbooks, Microsoft: Word, Excel, and PowerPoint