

ROBERTO MARTINEZ

robico37@yahoo.com or bhiggins@qbitti.com

Objective

Plumbers Helper: To work with a company where I can utilize my skills to become a mechanic.

Qualifications

- Plumbing Code (NYC/National)
- Safety Procedures
- RIGID 300
- Electric Drain Opener
- Pipe and Pipe Fittings
- Rough-in Locations
- Drainage, Waste and Vent Systems
- Power Hand Tools
- Cutting and Threading Steel Pipe
- Sweating Copper pipe
- Assembling C.I. Pipe
- Reading/Sketching
- Cold water/Hot water Systems
- Fixtures, Installations and Repairs

Employment

Porter/Houseman **Days Inn Hotel** Jamaica, NY 2007-2009

- Responsible for maintaining cleanliness of hotel corridors, including buffing, waxing, trash removal, plumbing installation, light electrical repairs.
- Daily cleaning of hotel areas indoors and outdoors.
- Provide occasional assistance to guests.

Building Porter **Storage Deluxe** Brooklyn, NY 2006-2007

- Daily maintenance of building inside and outside areas.
- Responsible for all cleanliness of storage areas including waxing, buffing and vacuuming.
- Assist clients with inquires regarding their accounts.

Area Supervisor **Class Act Cleaning** New York, NY 2002-2004

- Supervision of staff members
- Responsible for daily logging of inventory and delivering supplies to several Department of Motor Vehicles areas and various other locations in New York and New Jersey.

Building Porter **Guardian Maintenance** New York, NY 2000-2001

- General maintenance including, but not limited to, waxing and buffing floors and general overall upkeep of the building.
- Management of stock and inventory, including the ordering of supplies when necessary.

Support Supervisor **Carter Ledyard & Milburn** New York, NY 1998-2000

- Responsible for all aspects of accounts payable and receivable for FedEx, Airborne Express, DHL, and independent messenger services and internal logging, dispatching and routing of all incoming and outgoing deliveries.
- Overall supervision and management of both the mailroom and fax department staff

Education

Long Island City, NY

QBI The Training Institute Inc

- Certificate Plumbers Helper 2010
- Certificate of Fitness G-95 2010

Valid New York State Driver's License