

Joseph E. Martinez  
4900 Vallejo St.  
Denver, Co. 80221  
720-557-9513

**OBJECTIVE:** Seeking a Challenging position in Warehousing, Driving, Manufacturing, Production, and enthusiastically willing to learn new skills and procedures that can use my immediate contribution to the continuation of an efficient & productive department.

**EMPLOYMENT:**

**11/4-present: Denver Day Works**

333 W. Bayaud Ave.  
Denver, CO 80223

**Custodial Labor:** including picking up trash and debris. Ensure ground areas are clean and orderly. Clean and service custodial equipment as needed. Inside work detail, including window washing, dusting, and vacuuming

**1/18-5/18: Coronado DC**

1700 N Wheeling  
Aurora, CO 80045

**Housekeeping Aid:** Janitorial and custodial maintenance. Complete floor care service with all relevant machinery. Developed great interpersonal relationships with VA Housekeeping staff.

**4/12-10/16: Denver Senior Housing Options**

1454 Logan  
Denver, CO 80210

**Site Maintenance Worker:** Grounds keeping and maintenance work. Janitorial and custodial work. Maintaining clean environment in all rooms and on the property. Aiding residents with cleanliness. Shipping and receiving.

**3/07-10/11: Essilor Optical Laboratories**

2929 W. 9<sup>th</sup> Ave.  
Denver, CO 80204 (303-623-5301)

**Lens Surface Production:** Generating, Fining, Polishing, Lens Cleaning, and Quality Control. Light Maintenance on all machinery used in production procedure mentioned above. Rotate daily on these positions to ensure familiarity with all machinery and procedures.

**11/02-02/07: Capital Merchant Services:**

11698 Huron St.  
Northglenn, CO 80204  
Contact: Jesse Giron (303-547-2159)

**Maintenance Technician:** Deliver, set up, and maintenance for ATM/Credit Card machines throughout the five state region. Assuring machines are secure and in proper working condition.

**4/92-10/02: Buckley Graphics:**

4980 Monroe St. Denver, Co. 80202 (303-321-6833)

**Quality Control Supervisor:** Responsible for continuously monitoring quality standards & compliance with government regulations. Teach and oversee employee's ability, methods, and safety practice in the operation of the machinery used in production. Exercise critical decision making skills in quality and remedial action to prevent rework & unnecessary expense. Keep records of inventory, shipping & receiving supplies and product.

**1/72-4/92: City & County of Denver: Parks & Recreation**

1665 Cleveland St. Denver, Co. 80201

Contact: Personnel Department

**Program Coordinator:** Plan, Coordinate, and run programs in a wide variety of classes from sports, to fitness, to cultural events for all ages from 5 years to seniors and special need participants, including transportation.

**SKILLS:**

12 years experience in warehouse, shipping & receiving, Quality control and delivery. 30 years in customer service contact with strong interpersonal and communication skills. Trained in standing and sit down forklifts. Skills in loading and unloading trucks in dock operations. Trained in American Red Cross First Aid & CPR. Ability to learn & adapt to a work environment quickly and efficiently.

**EDUCATION:** North High School-Graduated 1972

**SUMMARY:**

Should you agree that I'm a good fit for this position, I would welcome the chance to further explore this opportunity during a personal interview.

Thank you for your time and consideration. I look forward to hearing from you.

**REFERENCES:**

**Tony Guerrero**

**VA Hospital Housekeeping Supervisor**

[At.guerrero@yahoo.com](mailto:At.guerrero@yahoo.com)

720.275.3269

**Tanya Osbaugh**

**Buckley Graphics Office Manager**

303.321.6883

**Randy Buckley**

**Buckley Graphics Owner**

303.321.6883