

DATE: February 23, 2011

TO: City Clerk

FROM: Representative Susie Byrd

ADDRESS 2 Civic Center Plaza, 10th Floor, El Paso, TX TELEPHONE 915-541-4416

Please place the following item on the (Check one): CONSENT XXX REGULAR _____

Agenda for the Council Meeting of March 1, 2011

Item should read as follows: Appointment of Ernesto Martinez, Jr. to the Building and Standards Commission by Representative Susie Byrd, District 2.

SPECIAL INSTRUCTIONS: To serve as Alternate member representing Mortgage Loan Banker.

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Building and Standards Commission

NOMINATED BY: Representative Susie Byrd DISTRICT: 2

NAME OF APPOINTEE Ernesto Martinez, Jr.
(Please verify correct spelling of name)

BUSINESS ADDRESS: 1510 N. Zaragoza, Suite A1

CITY: El Paso ST: TX ZIP: 79936 PHONE: 915-849-4214

HOME ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ PHONE: _____

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: VACANT

EXPIRATION DATE OF INCUMBENT: N/A

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: XX
RESIGNED _____
REMOVED _____

CITY COUNCIL APPROVAL DATE: 03/01/2011

TERM BEGINS ON : 02/16/2011

EXPIRATION DATE OF NEW APPOINTEE: 02/15/2013

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: XX
2nd TERM: _____
UNEXPIRED TERM: _____

Ernesto Martinez Jr.

Qualifications:

I am an experienced bilingual sales manager with a residential mortgage and commercial loan background with the capacity and the ambition to increase business in both arenas for any financial institution or mortgage company. I have been successful in surpassing all lending and sales goals assigned to me by utilizing my stellar lending, customer service and referral network building skills along with my strong sales and management skills. I embrace new challenges and will utilize all my skills in overcoming them.

Experience:

Wells Fargo Home Mortgage – Branch Sales Manager:

- Responsible for the overall mortgage loan production for my branch.
- Ensure that all funding goals are attained by conducting consistent sales activities that promote our brand thus empowering us as a team in the market place.
- Ensure that all customers, clients and referral partners are served with integrity and stellar service to consistently increase revenue and profitability regardless of market conditions.
- Recruit, hire, develop, train, motivate and evaluate sales staff.
- Encourage team to stay abreast with credit policy changes which we discuss in detail at weekly sales meetings ensuring their understanding.
- Ensure that quality files are submitted to underwriting by reviewing them thus creating a more efficient underwriting, processing and closing experience.
- Ensure that my branch is cross selling every application to our banking partners thus strengthening our relationship which results in more leads from the enterprise. **(02-05 – Present).**

Bank of America – Account Executive - AVP:

- Originated prime Conventional, FHA, and VA mortgage loans for the purpose of purchasing, refinancing and refinancing with cash out.
- Analyzed client's income, credit and asset information to determine best product fit.
- Marketed myself to real estate professionals and builders for the purpose of establishing referral networks.

- Cross-sold bank products to new clients to further deepen their relationship with the bank.
- Explained to my clients the process of buying and financing a home and ensured them of the decision that they had made. (07/02- 1/05).

Bank of America - Banking Center Manager - AVP:

- Responsible for the overall operational and sales performance of an in-store banking center.
- Managed and increased the banking center's loan portfolio of \$26,000,000 and deposit portfolio of \$13,000,000.
- Ensured that personnel were kept abreast with ongoing changes regarding their benefits and policy changes to bank procedures.
- Developed aggressive and ambitious sales plans with the Personal Bankers to ensure that the banking center surpassed all sales goals.
- Motivated personnel to excel in their current position and ensured cross training in positions that they may apply for in the future.
- Ensured that the banking center had sufficient coverage during all business hours.
- Prepared banking center sales, pipeline and other reports for regional management review and ensured they arrived in a timely fashion. (6/01-7/02).

Bank of America - Small Business Client Manager – Banking Officer:

- Responsible for selling all deposit, treasury management and business loan products to all types of business entities.
- Analyzed various business financials and credit reports to determine cash flow, liquidity and credit worthiness of businesses seeking loans for working capital purposes, equipment purchases or in the expansion or acquisition of real estate for their business.
- Provided installment loans and lines of credit up to \$2,000,000. Managed and increased a commercial loan portfolio of \$45,000,000 and a commercial deposit portfolio of \$27,000,000.
- Submitted loans through the SBA channel for startup businesses.
- Developed aggressive and ambitious individual sales goals, which included ongoing portfolio management, daily product sales goals, daily telemarketing and outside sales calls.
- Responsible for expanding relationships through quality customer service with all assigned portfolio customer and by reviewing portfolio looking for ways to maximize customer's capital by recommending deposit products and services that could increase interest.
- Recommended customers to other areas of the bank to ensure financial needs were being properly met. (2/98 – 7/01).

Bank of America - Consumer Banker:

- Responsible for selling all deposit and consumer loan products.
- Developed aggressive and ambitious individual sales goals with the banking center manager, which included ongoing portfolio management, daily product sales goals, daily telemarketing and outside sales calls.
- Recommended customers to other areas of the bank to ensure financial needs were properly being met. (11/96-1/98).

Education:

Attended El Paso Community College.

Graduated from the International School of Ministry.

Completed several sales, interviewing and classifying schools to prepare me for my naval recruiting duties.

Completed leadership and time management courses in the United States Navy.

References: Provided upon request.