

# DAVID GLAVINA REALTOR®, AIC Candidate. B.Mus.

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## QUALIFICATIONS

- Seasoned residential REALTOR®
- Co-Developed web sites for the music industry and for Property Management industry.
- Successful experience as a Project Manager, Project Coordinator, Sales Representative/ Promoter, Business Manager, and Contractor in the musical theatre and cruise ship industries.
- Exceptional organizational, planning and communication skills (both written and aural).
- Excellent interpersonal skills.
- Expertise in client relationship building, promoting and marketing services, managing all facets of business operations, financial management, writing and designing promotional materials and business documents.
- Ability to problem solve, make decisions and think critically. Ability to use logic and reasoning. Comfortable with numbers.
- **COMPUTER KNOWLEDGE:** Very comfortable with word processing software (Word, Excel, Publisher, PowerPoint, Keystone Matrix). Experience working in intranet file server and e-mail server environments. Object Oriented computer programming experience with JAVA, Visual Basic.NET and RUBY on RAILS web development environment. Familiarity with Visual Studio, Visual Paradigm, SQL, Oracle Database, Access Database, Apache, Finale (musical notation), Windows and LINUX operating system environments.

## EDUCATION

- 2015 - Present **AIC APPRAISAL INSTITUTE OF CANADA. UNIVERSITY OF BRITISH COLUMBIA, SAUDER SCHOOL OF BUSINESS, REAL ESTATE DIVISION**
- AIC Candidate Member
  - Mentor: Appraiser, Terry Ruta - Adelaide Wexford Real Estate Services
- 2011 - 2014 **MANITOBA REAL ESTATE ASSOCIATION**
- Certification as REALTOR® in Residential Real Estate
- 2009 - 2011 **RED RIVER COLLEGE OF SCIENCE AND TECHNOLOGY**
- Diploma in Business Information Technology, Specialization in Web Development
- 2010 - 2011 **UNIVERSITY OF NEW HAMPSHIRE, DURHAM**
- The Art of Bow making with Lynn Hannings
- 1989 - 1993 **UNIVERSITY OF BRITISH COLUMBIA**
- Bachelor of Fine Arts Degree (**B.Mus.**)

## EMPLOYMENT

- 2017 - Present **COLDWELL BANKER PREFERRED REAL ESTATE**
- Residential REALTOR®
- 2015 - 2017 **CENTURY 21 BACHMAN & ASSOCIATES**
- Residential REALTOR®
- 2002 - 2009 **MUSIC SERVICES INTERNATIONAL, LTD.**  
Project Coordinator, Database Developer & Junior Network Administrator
- PROJECT COORDINATION FUNCTIONS:**
- Coordinate live entertainment on a national and international scale for one of North America's leading contracting companies in collaboration with the company President.
  - Recruit musicians, screen résumés, recommend candidates, negotiate and prepare contracts (175 in 2007) to provide musicians for theatres, performing arts groups, and recording studios.
  - Researched, evaluated and procured musical instruments and equipment for musical productions across Canada and the US.
  - Prepare detailed budgets for national projects. Verify budget figures and legal descriptions for all contracts with the Executive Administrator.
  - Coordinate Music Department logistics for productions including creating and implementing comprehensive action plans, entertainer travel and accommodations, rehearsal and performance schedules, preparing varied documents, and providing onsite follow-up with clients.
- COMPUTER TECHNOLOGY FUNCTIONS:**
- As a Junior Network Administrator, work closely with the IT Security & Network Specialist to develop and refine various systems for the company.
  - Maintain and manage the company's database.
  - Developed the visual format of the majority of company documents.

## ACHIEVEMENTS:

- Conceived and created an Access database that tracks over 4,000 musicians across North America with the ability to run sophisticated searches on confidential data. This initiative significantly increased the company's efficiency and accuracy.
- Designed a company profile utilized for target advertising.
- Innovated an Excel-based tracking system to organize and schedule the President's activities for all company projects.
- Evaluated computer technologies and equipment to improve company operations.

## PROPERTY MANAGEMENT

2008 – 2010 **SM-ARC LAND INC. (A division of SM-ARC Architecture)**

- 246 Home Street, Suites #11 & #15 - Winnipeg, MB (Condo Property)
- 828 Preston Street, Winnipeg, MB (Condo Property)
- Responsible for promoting and showing rental properties, responding to renter inquiries, developing marketing materials and websites, collecting fees, and performing building/property maintenance functions.

2006 - Present **Personally Property Management**

- 73 & 75 Lipton Street, Winnipeg, MB (Duplex Property)
- 63 Pine Road, Victoria Beach, MB (Vacation Property)  
[www.armadillostringquartet.net/cottage](http://www.armadillostringquartet.net/cottage)
- **Web Development:** Lead, coordinated and developed this web site with Graphic Designer. Documented, created and optimized web site content.

1993 - 2005 **ARMADILLO STRING QUARTET OF CANADA (INTERNATIONAL)**

**Presenting Classical Concerts Around the World (contract list attached)**

Sales Representative, Business Manager, Promoter, and Violinist

[www.armadillostringquartet.net](http://www.armadillostringquartet.net)

- **Web Development:** Lead, coordinated and developed this web site with Graphic Designer. Documented, created and optimized web site content.
- Managed all operations of a music industry business.
- Actively promoted a string quartet to the cruise ship industry. Strong sales skills were required, as it had been a rare form of cruise line entertainment at the time and is now a successful model.
- Analyzed industry statistics and utilized the data to close sales and maintain contracts.
- Coordinated logistics of scheduling and event management. Performed accounting and public relations functions.
- Resolved issues between band members during extended cruise voyages.
- Booking and performing casual engagements in Vancouver & Winnipeg.
- Consulting with clients

1993 - 2005 **CUNARD Line, P&O PRINCESS Cruises Ltd.(US), REGENCY Cruises, P&O Cruises (England), PREMIER Cruises, HOLLAND AMERICA Line**

- Sales & Tour Guide, Shore Excursion Department

1995 - 1996 **CRUISESHIPCENTRES, Winnipeg, MB.**

- Travel Agent, (part time - between cruise ship contracts)

## Volunteer Work

R.H. Smith School, River Heights  
River Heights Community Centre  
Winnipeg Mennonite Theatre  
Sisters of the Poor, Fundraising  
Little Chamber Music Series That Could, Board Member  
British Columbia Provincial Elections

Winnipeg, MB.  
Winnipeg, MB.  
Winnipeg, MB.  
Hamrun, Malta  
Vancouver, BC.  
Vancouver, BC.

## Certificates

Canadian Red Cross Emergency First Aid "2 Rescuer", Winnipeg  
PADI Open Water Diving Certification, Cozumel

## Interests Hobbies

"Hockey dad" of two boys:

- Henry (AAA Bantam Monarchs 2017/18)
- Nathan (AA Minor Peewee 2017/18)

Travel, playing music, reading

Woodworking Training includes:

- White River Artisan School of Violin Bow Making, Ozark Mountains, Arkansas (2002)
- Violin Craftsmanship Institute studying Violin Bow Making (2008).

## References

Available on request