

# OUR PEOPLE PERFORM

## NEW LEADERSHIP



**Charlie Ayres**

### Chief Operating Officer

With more than 25 years of industry experience, Chief Operational Officer Charlie Ayres oversees the Construction, HVAC Service and Special Projects departments, making sure S&D's operational processes fit our corporate strategic objectives and quality standards. Since the Purchasing and Engineering departments constitute integral parts of Shapiro & Duncan's operations, Charlie will work closely with the respective teams to ensure smooth project delivery and accurate material procurement. Charlie began his career at Shapiro & Duncan in 1993. His prior roles included Assistant Project Manager, Service Manager, Quality Control Manager, and Vice-President of HVAC Service and Special Projects. Charlie graduated cum laude with a Bachelor of Science in Electrical Engineering from Capitol College.

# PROMOTIONS



**Sandy Palmerton**

### Director of Special Projects

Joining the Shapiro & Duncan team in 2003, Sandy started as a Project Coordinator. Later, she was promoted to Assistant Project Manager and then Senior Project Manager. In her new leadership role, Sandy will oversee office staff and also mentor, train and support Assistant Project Managers and Project Managers. This coming fall, she will receive her degree in Construction Management from Montgomery College. Sandy has enjoyed watching her team grow and prosper. For inspiration, she draws from everyone around her: co-workers, family and friends. She values their feedback because it helps propel her to bigger and better things.



**James Mayo**

### Senior Foreman

In 1992, James Mayo joined our team. By the original founders side, James began his journey at S&D as a Helper. Shortly after, James received his Plumbing license through the ABC Apprenticeship program. As a foreman, James has solid experience working closely with General Contractors, Specialty Contractors and Inspectors. He credits his S&D mentors who helped him hone his craft and develop his expertise. In 2001, he independently started running jobs as a foreman, coordinating with projects managers to facilitate the timely delivery of projects. James has taken on many leadership roles: Safety Officer, Foreman/Operator and now Senior Foreman. In his new role, James will oversee 25 subordinates while overseeing projects.

# PROMOTIONS



**Aubrey Shapiro  
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## Project Manager Special Projects

Aubrey began her career as an intern at Shapiro & Duncan in 2008. In 2013, she joined the team full time. Aubrey has occupied a variety of roles: Field Project Engineer, Assistant Production Manager, Assistant Project Manager and now, Project Manager. She will be managing multiple projects and be held responsible for planning, procurement and execution of each project. Aubrey graduated from Ohio State University. She currently holds a Certificate of Management - Lean Construction from AGC (Associated General Contractors) and Essentials of PHC Project Management from PHCC (Plumbing Heating Cooling Contractors Association).



**Jennifer Thomas**

## Assistant Project Manager

With nearly 6 years of experience in the construction industry, Jennifer has been promoted from Preconstruction Coordinator to Assistant Project Manager. She will be assisting her Project Manager on the VHC (Virginia Hospital Center) AHU (Air Handling Unit) 1&5 project. Jennifer also dedicates her time to studying Construction Management at Montgomery College. She believes her desire to work hard and learn more will help her in her new role.



**Lyanne Molina**

## Preconstruction Coordinator

Lyanne started as a receptionist in 2016 and was promoted to Administrative Assistant for the HVAC Service Department 6 months later. Her growing interest for the trade has now landed her a role in our estimating department as Preconstruction Coordinator. Her new responsibilities will include; keeping the bid lists up to date, sending out bid invitations and updates, printing drawings and keeping specs current. She is currently studying Human Resources Management at the University of Maryland – Shady Grove.



**Genevia Funk**

## Project Coordinator

Genevia joined the team as a Field Administrative Assistant in March 2017. Since then, she has been performing administrative support on different job sites and working closely with field supervisors and managers. With her experience in the field she now plans for a smooth transition into the office working in the construction department as a project coordinator.

# PROMOTIONS



**Nana "Ben" Mensah**

## Project Submittal Coordinator

Ben's prior focus was on our field personnel, getting them updated with standard computer processes and giving them a sense of comfort with technology. His duties ranged from supervising field admins to training Foremen on the FieldMan application for production tracking and new technology implementation. In his new position as Project Submittal Coordinator, Ben will be supporting the construction team in our Rockville Office.



**William Paul**

## Assistant Project Manager

William attended ABC Metro Washington's Craft Masters Apprenticeship program and obtained his Plumbing Journeymen License. Following his graduation he started working for S&D in July 2017 as a Plumber. He decided to change career paths with the help of S&D and became a Project Submittal Coordinator in January 2018. After 8 months of hard work, William has been promoted to Assistant Project Manager.

# NEW HIRE



**Rose Brown**

## HVAC Service Dispatcher

We welcome Rose Brown to our HVAC Service Team. Rose brings more than 10 years of experience in the HVAC industry performing different roles such as Service Coordinator, Inside Sales Supervisor and Office Manager. Rose is seeking the opportunity to expand her learning; put to use her skills and experience; work in a team that is inclusive and an environment that helps propel her growth beyond the job description. She will join us as Dispatcher.

### Education, training and career development at Shapiro & Duncan is a win-win-win.

Clients benefit from educated and experienced professionals, with skilled craftspeople who do the job right the first time. We benefit from more productive employees who are current on best practices, yielding repeat business and referrals. At the same time, employees advance in their careers and earn more as they continue career development.

