

JALEN T. HINTON

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Clearance Level: Secret

THE HOME DEPOT

1413 N ARMISTEAD AVE.
HAMPTON, VA 23666

SALES ASSOCIATE

3/2021-Present

Responsible for providing fast, friendly service by actively seeking out customers to assess their needs and aid. Be customer-focused in order to provide information to customers to sell an entire project. Greet, qualify, recommend and close every customer in their department by using the GET method. Responsible for working effectively as a team to provide a safe work and shopping environment by following all safety policies & standards

UNITED STATES ARMY

1034 SCHULTZ PL.
NEWPORT NEWS, VA 23604

HUMAN RESOURCE SPECIALIST

1/2019-Present

Responsible for providing support that affects Soldiers' overall welfare and well-being, while assisting leaders with keeping Soldiers combat-ready and effective. Assist on all human resource support matters, oversee all strength management and strength distribution actions, be responsible for the readiness, health, and welfare of all Soldiers Maintain emergency notification data and a SECRET Security Clearance.

OLD DOMINION UNIVERSITY

4607 HAMPTON BLVD.
NORFOLK, VA 23529

ITS HELP DESK TECHNICIAN

1/2020-3/2021

Responsible for demonstrated organizational, time-management, problem-solving, critical thinking and prioritization skills. Working knowledge of basic troubleshooting skills. Provide quality telephone etiquette with customers and field operators. Demonstrated experience with a variety of software applications, including but not limited to: Microsoft Office, Adobe Acrobat, Internet Explorer, and Firefox. Demonstrated knowledge of Windows, or Macintosh, and/or Linux operating systems.

Education

Bachelor of Science in Cybersecurity (May 2022)
Old Dominion University

Core Competencies

Time management	Problem-solving	Communication	Teamwork
Critical-thinking	Organizational Skills	Cybersecurity vulnerability analysis	
Metasploit	TryHackMe	Result-driven	Analytical skills