

# Daniel Hinkofer

Columbus, OH  
[dhinkofer.biz@gmail.com](mailto:dhinkofer.biz@gmail.com)  
6143076945

Authorized to work in the US for any employer

## Work Experience

---

### **TOTAL Division Field Representative**

Premium Retail Services - Columbus, OH  
July 2017 to Present

Premium Retail Services (PRS) is a company that provides brand representatives to merchandise products and increase sales.

As a field representative, I am responsible for taking and executing service orders from major clients like Nest and Oculus. I perform maintenance to displays and merchandise to ensure that nothing appears less than absolutely professional and trustworthy to each customer.

This job has built an already strong foundation for what will be the rest of my career in retail service.

### **Chief Risk Officer**

MyGamingCareer, LLC - Columbus, OH  
August 2016 to Present

Mygamingcareer.com is a social network designed for gamers. As CRO of My Gaming Career, LLC; my responsibilities include identifying, assessing and conveying potential risks to the company, it's employees and users.

I advise the CEO, Ryan Miller and all other members of our staff about all manners of conduct- including marketing, support and sales.

### **Package Handler/Sorter**

FEDEX SMARTPOST/GROUND - Grove City, OH  
June 2016 to May 2017

Required to withstand intense physical labor including lifting 50+ lbs. between 10 and 100 times per shift, utilizing teamwork to lift anything over 70 lbs. anywhere from 1-50 times per shift. Must utilize advanced hand scanner to log all packages loaded, which typically averages between 1500 and 3000 per shift.

Respect for management and good team mindset are necessary. High level of motivation and determination. Skill in English is a plus.

Note: I began this job as a package handler but quickly (within 3 weeks) was given sorting responsibilities as well.

I regrettably was forced to resign from this position due to scheduling discrepancies. I attempted all other routes of possibility before respectfully taking my leave.

## **Electronics Associate**

Wal-Mart - Columbus, OH

April 2016 to September 2016

While employed at Wal-Mart I was expected to maintain the Electronics Department as my primary responsibility, but I took on many extra responsibilities as well. Among my primary duties were;

- \*Maintain a Clean and Friendly Customer Shopping Environment
- \*Answer any Customer Questions and Resolve Customer Concerns
- \*Create Strong Personal Bonds with Customers, Encouraging them to Return
- \*Check Math on Large Transactions Quickly to Ensure Accuracy and Expedite Customer Experience
- \*Utilize Cash Registers with Touch-Screen Technology to Tender Cash Quickly and Accurately

Some of the extraneous duties I chose to undertake are as follows;

- \*Maintain Wireless Center and Help Customers Shopping for Phones, Phone Accessories and Phone Plans
- \*Maintain the Home Improvement Section, Mixing Paint and Answering Questions for Customers
- \*Maintain the Online Pickup Section, Taking Phone Calls From Customers and Completing Transactions by Querying the Inventory and Retrieving Stock Upon Customer Payment
- \*Maintain the Sporting Goods Section, Help Customers by Answering Questions and Retrieving Locked Stock Upon Customer Proof of Eligibility (I.D.), License Customers to Hunt and Fish, Complete Payment Transactions
- \*Maintain Textiles Department, Help Customers to Find Stock, Measure, Cut and Price Fabrics.

I left employment with this company on good terms, only because of scheduling discrepancies between this job's hours and my wife's.

## **Delivery Driver**

Pizza Hut - Columbus, OH

September 2015 to March 2016

Required to take orders from customers and log them into the PULSE computer system with accuracy. Answering phones and handling customer concerns with advanced etiquette and prose are a must. I was required to have a license and insurance in order to drive my personal vehicle to customer residences and establishments within allotted times. I kept detailed records, personally, for order number, est. time of delivery, act. time of delivery, amount collected and tip amount to ensure the correct amount was given to my employer in the evenings.

I was also expected to prepare food at times (approx. 1/4 of my total time worked there) as well as keep the entire store clean and organized to maximize efficiency.

## **Education**

---

### **Highschool Diploma in All Basic Academics**

Dublin Scioto High School - Columbus, OH

August 2008 to June 2012

## **Skills**

---

Customer Service (3 years), Computer Hardware (10+ years), Fluent English (10+ years), Computer Software (10+ years), Typing 50 WPM (10+ years)

## Awards

---

### **Ancient and Accepted Scottish Rite of Freemasonry's Award for Academic Excellence**

May 2008

I was given this award upon the completion of my second year in Army Junior Reserve Officer Training Corps for my exceedingly high grades and the speed with which I gained rank within the program.

## Additional Information

---

I am incredibly sociable. I possess a keen sense of humor and a strong command of the English language. In High School I studied hard and received a 3.75 GPA.

I took 3 years of Leadership Education (Army Junior Reserve Officer Training Corps) and learned many skills there including determination, initiative, respect for chain of command and the value of honesty.

Upon completion of JROTC I had reached the rank of Sergeant First Class and position of Platoon Leader. I was awarded The Scottish Ancient and Accepted Rite of Freemasonry's Award for Academic Excellence.