**DAVE HINDS**

**560 Lefferts Avenue Apt 4B**

**Brooklyn, NY 11203**

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**PROFESSIONAL PROFILE**:

With over 5years in marketing, tech and recruiting, I enjoy the task of managing multiple roles. My object is to collaborate with the right company that will allow me to demonstrate my passion and optimism as I focus on the growth and expansion of the business.

**EDUCATION:**

**Master of Science in Cyber Security**

Southern New Hampshire University Graduated: 03/2021

**Bachelor of Science in Healthcare Administration**

ECPI University Graduated: 06/ 2014

**CERTIFICATES**

**Java Oracle Certificate** Expected: December 2021

Oracle

**Certified Ethical Hacker** Expected: January 2022

International Council Of Electronics

Commerce Consultants

**TECHNICAL PROFICENCIES:**

**Languages:** Html & Bootstrap

**OS:** MAC & WIndows

**Tools/Platforms:** Twitter, LinkedIn**,** MS Office, Adobe Suite, Salesforce, Microsoft Visio,

google analytics, google Adwords

**Skills:** Exceptional presentation in public speaking. Proficient in conversational Spanish

**WORK EXPERIENCE:**

**Marketing Manager:** Caring Professionals: Forest Hills, NY January/2018 – March 2021

* Developed new promotions by bundling products together that increased sales revenue
* Negotiated new contracts with vendors, which helped saved at least 95k to the marketing department
* Hired, trained and mentored 10 marketing specialist that expanded company’s growth and exposure
* Responsible for leveraging and executing social media and website strategies to achieve brand position and revenue growth
* Kept customer informed of new offers and updates regarding the company’s product.
* Collaborated with the Latin Chamber of commerce which lead to greater business development
* Work closely with both Radio and TV stations to Advertise and promote new products and services.
* Salesforce coach and mentor to staff members that needed advance training.

**IT Administrator:** Caring Professionals: Forest Hills, NY January/2018 –March 2021

* Entrusted with monitoring over 2 million dollars of equipment.
* Analyzed and reviewed technology solutions to present recommendations for improved system operations
* Prepared budget for the IT department and built effective IT organizational structure
* Mentored local and remote users on use of computer devices to include smart phones and tablets
* Supervised all major technological development within the company 3 sites

**Bilingual** **Recruiting Manager:** Caring Professionals: Forest Hills, NY January/2018 – March 2021

* identify and implemented process improvement and standardization opportunities
* Managed operations of oversight and coordination for recruitment at universities and healthcare institutes
* Outline strategic plans to update senior management
* Established and implemented department policies, goals, objectives, and procedures

**ADDITIONAL SKILLS/AWARDS:**

**Leadership Recognition Award:** Organization: 2013

Fluent in English and Spanish

**AFFILIATIONS:** Appsec OWASP