

CLINT TINNEY

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SUMMARY

- I am detailed and thorough while completing all assigned tasks plus, I have strong organizational skills, which consistently creates positive outcomes when dealing with customers or clients.

EDUCATION

Auburn University

College of Agriculture, Agronomy and Soils Production

Auburn, AL
Fall 2009- Fall 2014

EXPERIENCE

Environmental Allies

Assistant Operations Manager

Austin, Texas
September 2015- Present

- Transitioned to paperless designation of daily work for 60+ crew members
- Created and maintain material and equipment inventory via Microsoft Excel
- Order material for erosion control installation
- Coordinate in-house truck deliveries
- Conduct daily site visits alongside project superintendants to insure satisfaction
- Create Product Orders for company to assist with weekly budgeting operations
- Serve as direct support for Operations Manager, Project Manager and General Manager
- Create and maintain cost analysis worksheets via Microsoft Excel
- Serve as direct point of contact for crew members in the field

TruGreen

Outside Sales Representative

Austin, Texas
March 2015- September 2015

- Generated 230 sales for the company by rapport building, performing detailed description of service, refuting competition, and using promotions to create urgency
- Closed \$58,000 of new business for the company in 10 weeks
- Consistently was at the top of the sales leader board
- Engaged 90+ potential clients daily
- Maintained contact with 40+ clients daily
- Achieved over 100% of weekly quota

Auburn Alumni Association

Assistant Building Coordinator

Auburn, Alabama
May 2010 – January 2015

- Organized and set up for large events at the Alumni Center
- Supported front desk receptionist by answering phones and completing any immediate tasks on hand
- Executed all maintenance and upkeep in the building and surrounding premises
- Served as direct support for Building Coordinator
- Delivered mail around campus via specific routes

Wal-Mart Pharmacy

Pharmacy Technician

Sylacauga, Alabama
May 2009-August 2009

- Answered phone calls from patients when they needed refills, had questions for the pharmacist, etc.
- Assisted customers during pickup when their prescriptions were ready
- Helped keep the pharmacy stocked and clean

OTHER SKILLS

- Proficient using all Microsoft Suites
- Extremely comfortable learning new computer systems

- Skilled and knowledgeable using social media platforms
- Determined in all work environments