

Robert Smith

Consumer Banker II

PERSONAL STATEMENT

To obtain a position with a company that will allow to utilize extensive customer service, human resource and project coordination experience to benefit employer.

WORK EXPERIENCE

Consumer Banker II

ABC Corporation - June 2000 - August 2005

Responsibilities:

- Interviewed customers to determine their exact needs.
- Recommended and opened customer accounts.
- Verified all documentation and identification required to obtain an account.
- Maintained proper records of monthly statistics.
- Handled all customer service issues regarding everyday maintenance of accounts.
- Ensured customers are properly and satisfactorily assisted.
- Represented the bank as an established, solid, and professional entity.

Consumer Banker

Delta Corporation - 1997 - 2000

Responsibilities:

- Receiving inbound customer service calls to assist members with accounts services, as well as various other bank products.
- Filing of fraud claims.
- Educating members on available bank products such as Certificates of Deposit, Checking and Savings accounts, as well as credit card options.
- Determined credit decisions based upon a credit analysis of mortgage documents for Home Equity Lines of Credit and Equity Loans, meeting NHE .
- Proven sales, communication, cross selling, sales planning, interpersonal skills, decision making, customer service and analytical skills Advise .
- Work with retail lending, small business, and investment specialists to support clients in achieving financial objectives Energize sales specialists .
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

Bachelor's in Business Administration - 2009(Ashford University - Clinton, IA)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Typing, Excel.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)