

ROBERT SMITH

Sr.Fraud Prevention Specialist

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SUMMARY

have 8 years of experience, including Fraud Prevention Specialist, Sales Associate ,Sales Representative industries including Business Services, Printing, Publishing, Allied Industries Engineering, Accounting, Research, Management, Related Services. Most recently, have been working Fraud Prevention Specialist at OfficeTeam from September 2015 to January 2016.

CORE COMPETENCIES

60 WPM, Multi-Tasking, Customer Service.

PROFESSIONAL EXPERIENCE

Sr.Fraud Prevention Specialist

ABC Corporation - September 2015 – January 2016

Key Deliverables:

- Detected and investigated potential fraud.
- Collected data related to fraudulent activity.
- Coordinated notifications and alerts.
- carried out field investigations.
- Followed up with written inquiries.
- Derived trends from investigations and reports.
- Documented and reported all activities related to fraud.

Sr.Fraud Prevention Specialist

Delta Corporation - 2013 – 2015

Key Deliverables:

- Answered calls, Answered emails, Faxed banks, reviewed customer orders.
- Was able to complete many orders, was able to help others, Skills Used i am a hands on learner.
- was shown how to do the job once was able to keep up.
- Assist card members with accounts, making sure all activity is correct.
- Assist card members with payments and credits.
- Updating account information with the card member.
- Setting up accounts and gathering all fraud information for the investigation team.

EDUCATION

- High School Or Equivalent - 1996(Potter-Dix Jr/Sr High School - Potter, NE)