

## DEALERSHIP FINANCE MANAGER

### Experience

Dealership Finance Manager , 03/2011 to Current

Company Name " City , State

- Oversaw credit department staff.
- Maintained ongoing communications with clients.
- Worked to resolve credit and financing issues.
- Identified new business prospects.
- Developed strategies with sales managers.
- Established credit and financing policies and procedures.
- Reviewed and approved loan applications in a timely manner.

Dealership Finance Manager , 11/2006 to 03/2011

Company Name " City , State

- Processed credit and loan applications.
- Prepared and analyzed credit reports.
- Evaluated contracts and loan agreements.
- Maintained customer database.

Dealership Finance Manager , 02/2003 to 11/2006

Company Name " City , State

- Reviewed credit and loan applications.
- Prepared monthly and quarterly financial reports.
- Negotiated financing and credit terms with customers.
- Ensured compliance with all applicable financial regulations.

### Education

Associate's Degree : Accounting , 2002

University of California - City , State

Accounting

Bachelor of Science : Finance , 2005

University of California - City , State

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### Summary

Seasoned Dealership Finance Manager with a sound knowledge of the auto industry. Adept at evaluating credit requests preparing and analyzing financial reports and preparing loan agreements. Specialize in quickly dealing with customer credit and financing issues in a timely courteous manner. Core Qualifications • Extensive understanding of credit and financing issues • Comprehensive knowledge of credit and loan evaluation procedures • Sound understanding of generally accepted accounting principles • Ability to motivate staff and increase productivity • Proficient in the use of MS Office applications including Excel and MS Word • Adept at preparing financial reports and statements and analysis reports • Solid problem solving and communications skills

### Skills

contracts, credit, clients, database, financing, financial, financial reports, policies, sales