

FINANCIAL SALES CONSULTANT
Professional Summary

Articulate Project Manager driven to succeed. Strategic planning and client relationship management expert.

Core Qualifications

- Written Communications, Media Relation, Planning, Secondary Research, Promoting, Marketing, Public Relation, Event Coordination
- , Typing (70wpm), Campaign Management, Press Kit Construction, Copy Editing, New Media, NMLS certified

Interests

Phi Beta Sigma Fraternity, Inc. Alpha Chapter, Social Chair and Fundraising Co-Chair; Youth Activism Leader; NCCJ Lead for Diversity Counselor, Landlord over rental properties

Skills

Team mediation, Budget Management, Delegation expert with a focus on results and team growth

Additional Information

Experience

Financial Sales Consultant , 10/2013 i¼ Current Company Name i¼ City , State

- Conducted analysis to address customer service score issue which led to an overall increase of Gallup score from a 4.2 to 4.93 in 3 months
- .Responsible for basic bank operations such as teller transactions as well as the opening of new accounts in order to hit regional goals
- Monitored multiple databases to keep track of product usage amongst all new clients which led to team awareness and knowledge of what products were not used by clients
- Gained the title of Strategic Promotional Captain, due to the creation of stellar promotional campaigns that allowed the branch to see higher numbers of accounts opened as compared to the last year
- Responsible and successful at opening atleast 20 accounts, 4 booked credit cards and 3 qualified investment leads on a monthly basis
- Developed relationships with clients that were successful enough to have them take part in our PNC Investment sector, which resulted in 1.25 million dollars of new investable funds
- Passed NMLS licensing test which allows a person to broker loans and mortgages as needed by clients
- Organized and executed a successful branch outreach event which garnered 72 new accounts over a holiday weekend

Co-Owner/Financial Liaison , 04/2011 i¼ Current Company Name i¼ City , State

â€¢ Responsible for contacting investors and presenting farm production reports

â€¢ Develop and maintain organization system for average quarterly production growth

â€¢ Manage financial records pertaining to accounts receivable and accounts payables

â€¢ Successfully led key projects which resulted in the garnering of new business partners

â€¢ Responsible for a yearly week long visit of the property to best understand the state of the farm, employees, and any new needs that may have occurred

â€¢ Developed sustainability action plan to insure the longevity of the business's relationship with it's clients, employees, and immediate community; this plan included weekly health screenings of employees as well as daily meetings with ground staffs to further the awareness of the ebola outbreak

Management Trainee/Office Manager , 02/2011 i¼ 07/2012 Company Name i¼ City , State

- Prior to my employment the office had gone 9 months without receiving a satisfactory customer service score, but since being employed the office has seen a 7 month streak of above satisfactory customer service scores.
- Reviewed and provided comments on the adequacy of documents and took necessary steps to cure any deficiencies in record keeping
- Personally responsible for increasing average price per rental from \$27.04 to \$29.32.
- Personally responsible for increasing revenue per car from \$769.32 in 2011 to \$910.32 in 2012 upon 5 month review
- Managed a small car prep team and led my region in car cleanliness and customer approval score
- Responsible for educating renters on car safety and the importance of limiting financial risk by showing them the importance and benefits of Enterprise coverage
- Led weekly regional conference calls in which goals, promotions,

Night Auditor , 09/2009 i¼ 07/2009 Company Name i¼ City , State

â€¢ Corrected and organized the total daily revenue for the Hotel Rouge which on average exceeded \$25,000 in revenue

â€¢ Performed all nightly maintenance and hospitality functions for hotel patrons, with services including but not limited to room service, special room set ups, and valet services

• Setup daily morning refreshment area for all guests which included a continental breakfast and mimosas

• Developed a Lincoln town car team which had routine pickup and drop offs for the hotel guests, thus limiting wait times and improving customer service

Auditor (Intern) , 06/2009 to 08/2009 Company Name to City , State

- Reviewed and audited budgets for over 70 public schools in the as a representative auditor for the state of N.J.; these budgets included the purchasing of refrigerators, textbooks, school supplies, health and fitness posters, fitness gear for students, heating and cooling systems and normal monthly safety needs
- Approved and ensured the workplace conditions of student used facilities based upon state guidelines
- Recorded and reported all schools who failed the state standard for budget compliance agreement and was allowed to shut down school summer programs as seen fit
- Developed action plans and goal set for all schools who failed according to State guidelines; these action plans included repair dates and proper repair materials, documented proof of purchase for all items used to pass inspection and program licensing renewals

Education

2009 Howard University to City , State , USA BBA Marketing

Professional Affiliations