

JF

JAMES FLUDD

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Harlingen, TX 78550

PROFESSIONAL SUMMARY

Focused banking professional delivers consistent, high-achieving results for a variety of financial tasks. Bringing over six years in the banking industry with proven success in money management, customer service, investments and product upsell.

SKILLS

- Cash flow management
- Financial reporting
- Analytical thinking
- Strong mathematics
- Customer service
- Community networking
- Problem-solving
- Honesty

WORK HISTORY

Assistant Bank Manager, Smith Bank, Jan 2018 - Current, Harlingen, TX

- Develops and maintains community network and builds strong referral sources for 170+ new bank clients.
- Influences and negotiates terms and agreements to achieve 98% of business objectives.
- Conducts 12+ cold calls daily to prospective customers and existing customers to maintain good relationships.

Bank Teller, Bank of Tinytown, May 2017 - Jan 2018, Tinytown, TX

- Prepared official checks, money orders and certified checks.
- Educated customers on features, benefits and pricing of bank products.
- Maintained and balanced cash drawers, with a 100% accuracy rate.

Student Intern, State Bank of Texas, May 2016 - May 2017, Hyde Park, TX

- Helped office personnel with errands, paperwork and data entry.
- Answered over 15 telephone calls and emails daily to respond to inquiries and questions.
- Assisted bank manager with day-to-day financial transactions for prospective and existing customers.

EDUCATION

Bachelor of Science, Bachelor of Science: Finance

May 2016

College of Tinytown - Tinytown, TX