# **Business Relationship Manager/Coordinator**

## ROBERT SMITH

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### **Objective**

Seeking employment with an organization where use talents and skills to help the organization meet and exceeds its goals.

#### Skills

Selling, Relationships.

## **Work Experience**

#### **Business Relationship Manager/Coordinator**

ABC Corporation - November 1998 - October 2005

- Analyze applicants financial status, credit, and property evaluations to determine the feasibility of granting loans.
- Obtain and compile copies of loan applicants credit histories corporate financial statements, and other financial information.
- Meet with applicants to obtain information for loan applications and to answer questions about the process.
- Explain to customers the different types of loans and credit options that are available, as well as the terms of those services.
- Partner with existing customers to understand business goals, strategies, and challenges.
- Assess financial needs, formulate a business plan, deliver financial products and services.
- Perform financial analysis in areas of credit cash flow and collateral.

## **Business Relationship Manager**

#### **ABC Corporation** - 1995 - 1998

- Analyze and underwrite loan transactions and relationship risk within assigned lending authority.
- Ensure underwriting and structuring decisions reflect commitment to strong asset quality.
- Evaluate current loans to ensure complete compliance with terms (i.e.
- covenant violations, financial statement submission, maturity date renewals, past due reporting, etc.) Perform market research on industrial, commercial, and financial situations relating to new or existing businesses as requested.
- Develop and retain new and existing business relationships for commercial clients with gross revenue between 1 and 20 million dollars.
- Coach branch staff on business banking client retention and acquisition of right fit clients.
- This is Dummy Description data, Replace with job description relevant to your current role.

#### **Education**

Bachelor's - (University of Northern Iowa)