

Financial Representative Financial Representative Financial Representative Work Experience

Financial Representative Northwestern Mutual Russo Group - New York, NY May 2019 to August 2019 Advise customers on Financial needs Phone sales Manage business operations Provide expertise in Life Insurance and Annuities Chief of Operations and Strategy Guardian Lending Group LLC - Brooklyn, NY June 2016 to May 2019 Mediate deals and establish long lasting relationships with independent sales organizations Underwrite lending files before submitting for qualification Manage a team of sales associates and the marketing department Create accounting templates and manage company billing Participate in Board meetings and decisions Hire new employees Set up processes to make the company more efficient Motivate employees Set up networking and information technology systems Launch marketing campaigns Set up Network and cabling Technical Field Analyst American International Group - New York, NY August 2010 to February 2014 Provided on-site support for NY & NJ metropolitan area Installed and troubleshooted with various types of applications both in house and third party Trained newly hired support team members Cable management and closet clean up Managed weekly tape back up Assisted with user move projects Assisted in restructuring physical and virtual network infrastructure Network Administrator Startnet Inc - Brooklyn, NY January 2008 to August 2010 Provided administrative support for a computer consulting company Assisted executives with correspondence and meeting planning Purchased hardware and peripherals for clients Route cables for LAN and HDMI based devices Maintained operations on computer systems including inventory, filing, ordering office supplies and equipment Provided immediate customer service via phone support Education International Business Gonville & Caius College, University of Cambridge 2018 International Management School of Management, Fundan University 2018 MBA Long Island University - Brookville, NY 2018 Skills ACCOUNTING, BOOKKEEPING, FINANCIAL ANALYSIS, BUSINESS DEVELOPMENT, Life Insurance, Microsoft Office Suite (10+ years), PROBLEM SOLVING, Hardware, Application Support, Cable Management Certifications/Licenses A+ Certified June 2008 to Present Network+ Certification July 2008 to Present Additional Information CORE COMPETENCIES Business Development Accounting and bookkeeping Organization

Financial Analysis Team management and relationship Leadership Problem solving building
Strategy System implementation Ethics and Cultural understanding Remedy Ticket systems

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