

Joseph Collins

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Summary

Exceptionally driven by well-planned and effective implementation of assigned job duties, goals, and work ethic. Dedicated in leveraging initiative and resourcefulness to deliver excellence in the pursuit of meeting objectives. Transferable skills include, but are not limited to, a compelling sense of mechanical aptitude, problem-solving, business, and customer service skills.

Education

University of Oregon School of Accountancy – *Eugene, OR* Dec 2015 GPA: 3.25

Minor: Economics, Dean's List, Phi Kappa Psi Treasurer, Innovation and Entrepreneurship Club, Alpha Kappa Psi Business Fraternity, and Student Health Advisory Club

Highlights

- Works individually and in a team-based environment
- Ability to obtain and prioritize information under pressure
- Positive, eager-to-help attitude
- Strong verbal, written, and digital communication skills
- Proactive, self-motivator
- Full embodiment of dependability

Experience

Server – Mo's Seafood Restaurant – *Lincoln City, OR* Aug 2017 – Present

- Engaged in constant direct customer interaction and further developed my communication and interpersonal relationship skills.
- Enriched ability to rapidly assimilate information in a dynamic and changing atmosphere. Fostered a conscientious work ethic that allows for effective time management, strong organizational skills, and an aptitude to learn.

Member Service – Pentagon Federal – *Eugene, OR* Feb 2016 – Aug 2017

- Efficiently resolved member concerns and inquiries related to loan and deposit accounts (IRAs, certificates).
- Routinely updated and reviewed confidential client information with accuracy, speed, and in regard to federal banking regulations. Continually strived to maximize work volume, exceed standards, and rank amongst top performers.