

# Colby Trahan

(409) 719-6833

c.trahan94@yahoo.com

## EDUCATION

**Texas A&M University**, Bachelor of Science in Economics  
College Station, TX, May 2017

## EMPLOYMENT HISTORY

### 360 Rail Services

Accounts Payable/Accounts Receivable Specialist

Denver, CO  
2020-Present

- Full-Cycle Accounts Payable, including AP entry to QuickBooks, obtaining approval of invoices, and bill payment processing
- Full-Cycle Accounts Receivable, including preparation of weekly maintenance time and material billings
- Accounts Receivable collections
- Maintain vendor and customer relationships

UAS Operations/LiDAR Analyst

2019-2020

- Processed LiDAR data using TerraSolid products to meet customer requirements
- Extracted mapping features from LiDAR point clouds and generate CAD mapping for internal and external clients
- Executed quality assurance and quality control for post-acquisition LiDAR data in preparation for final product generations
- Collaborated and coordinate with internal staff and outside vendors on LiDAR data production
- Assisted business development efforts: cold calling and attending trade shows

### Capital One

Branch Ambassador

Beaumont, TX  
2018-2019

- Provided individualized customer service based on personal and business needs
- Ensured compliance with bank policy and federal regulations
- Conducted transactions across core banking systems
- Assisted customers with account opening, closing and maintenance

### Rentsys Recovery Services

Strategic Markets Associate

College Station, TX  
2017-2018

- Responsible for business development and sales
- Helped provide Business Continuity and Disaster Recovery services to sensitive industries
- Data-mined for potential prospects using ZoomInfo and Sales Navigator
- Utilized CRM software to manage accounts for current clients by examining renewals & evaluating current services
- Responded to customer service inquiries
- Nurtured leads sourced from email campaigns
- Conducted cold calls to fuel the sales pipeline
- Coordinated meetings with prospects, operations team and outside sales team via Cisco Webex Meetings
- Managed 15 accounts valued at \$1.1 million

## KEY SKILLS

- Adaptable
- Excellent communication skills
- Outgoing and personable
- Problem-solving
- Analytical and mathematical
- Research