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## Banking Relationship Manager Resume

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### Job Objective

Qualified Banking Relationship Manager seeking work with an existing company in which to put my skills and knowledge to good use.

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### Highlights of Qualifications:

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- Huge experience in cash handling and balancing and analyzing respective financial needs for individual clients
  - Sound knowledge of credit and financial products
  - Huge knowledge of private bank and sales procedures
  - Familiarity with an investment, commercial, private bank and sales
  - Remarkable ability to interpret financial requirement for retail clients
  - Outstanding ability to work according to client expectations
  - Good understanding the financial needs of all types of clients
  - Amazing communication skills in both oral and written forms
  - Skilled to prepare and analyze presentation
  - Proficient in completing all work according to deadline
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### Professional Experience:

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Banking Relationship Manager  
First Niagara, Dayton, OH  
October 2008 – Present

- Maintained knowledge on banking products and distribution to provide optimal service support.
- Coordinated with teams and assisted clients in providing optimal financial advice on various banking products.
- Monitored client requirements, identified prospective opportunities and assisted in increasing revenue.
- Analyzed financial products and recommended appropriate products to clients.
- Developed and maintained bank revenue goals.
- Managed all product inquiries for clients and provided direct and indirect solutions.
- Designed strategies to retain present businesses and for acquiring prospective clients.

Client Relationship Specialist  
KeyBank, Dayton, OH  
August 2003 – September 2008

- Managed all processes with accuracy and ensured optimal level of customer satisfaction.
- Administered cash drawer limits according to bank policies.
- Analyzed processes, determined client requirements and provided appropriate resources.
- Assisted accounting team in balancing for branches.
- Participated in BSA training and ensured adherence to all bank secrecy act.
- Maintained confidentiality of all bank information.

Client Relations Representative  
Alliance Defense Fund, Dayton, OH  
May 1998 – July 2003

- Evaluated pipeline and ensured maximum rates for clients.
  - Coordinated with account executives and wholesale brokers and provided required feedback.
  - Monitored appraisal inbox and reviewed appraisal.
  - Verified employment information and assisted in loan closing.
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### Education:

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Bachelor's Degree in Business Administration: Banking  
Idaho State University, Pocatello, ID

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