
Chase Personal Banker Resume

Job Objective

Seeking employment as Personal Banker with CHASE Bank.

Highlights of Qualifications:

- Immense experience in providing optimal customer services through outbound telephone calls
 - Exceptional knowledge of all banking product and services
 - Profound knowledge of retail banking services and loan products
 - Wide knowledge of cash handling processes for banking services
 - Ability to explain all services and products accurately to clients
 - Ability to comply to all operating policies and procedures
 - Ability to work on flexible schedule to cater to client requirements
 - Ability to present products and services on bank portfolio
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Professional Experience:

Chase Personal Banker
Great Southern Bank, Colorado Springs, CO
August 2007 – Present

- Analyzed customer requirements for all financial products and services.
- Monitored all customer issues and assisted in efficient resolution of transactions.
- Coordinated with customers and ensured face to face interactions.
- Provided assistance to customers and administered all teller transactions accurately.
- Managed all customer paperwork and ensured compliance to processing policies.
- Analyzed client policies in bank and provided upgrade to present policies as per requirement.
- Facilitated help for all customers in vase of any special services.

Chase Personal Banker
West Suburban Bank, Colorado Springs, CO
May 2004 – July 2007

- Coordinated with customers and ensured regular interaction with clients.
 - Monitored various requests and complaints from all clients and ensured timely resolution.
 - Analyzed sales and service of all contact center employees and ensured efficiency.
 - Identified sales processes and assisted to make closing on all sales calls.
 - Provided assistance to all personal banking processes in coordination with supervisor.
 - Prepared documents for all accounts and assisted to minimize risks.
 - Participated in training programs to increase skills to facilitate sales.
 - Ensured compliance to all banking policies and procedures as per guidelines.
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Education:

Bachelor's Degree in Banking and Finance
Bismarck State College, Bismarck, ND

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