
Credit Executive Resume

Job Objective

To secure a position with a reputable company in which to exercise my knowledge and training as a Credit Executive.

Highlights of Qualifications:

- Strong accomplished experience in credit portfolio management
 - In-depth knowledge syndicated and multi-bank credit facilities
 - Sound knowledge of working with clients in turnaround situations
 - Proficient in Excel, Word, PowerPoint, RACER, ESB, MFA, TOPs, and AFS
 - Excellent communication and interpersonal skills
 - Effective Strong project management and organizational skills
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Professional Experience:

Credit Executive

Bank of America, Woodville, NC

August 2007 – Present

- Identified credit opportunities and helped Sales Team.
- Prepared Deal Sheets and Term Sheets.
- Negotiated and executed proposed credit solution for the client.
- Gathered information from client.
- Negotiated and reviewed legal documents.

Credit Executive

Union Bank, Woodville, NC

May 2004- July 2007

- Manage commercial credits portfolio, loan renewals and annual reviews.
 - Ensured portfolio management compliance with Bank's policies and practices.
 - Monitored portfolio against possible risks.
 - Assured data integrity of the portfolio.
 - Prepared quarterly PLR and Watch Reports.
 - Tracked, reported, and communicated portfolio trends.
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Education:

Bachelor's Degree in Finance

Lasell College, Newton, MA

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