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## Excel Trainer Resume

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### Job Objective

To obtain a position as Excel Trainer with a small but dependable company where my experience can be beneficial in the growth of company.

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### Highlights of Qualifications:

- Wide experience in providing professional software training
  - Proficient with VBA programming, Microsoft Excel and SQL Server 2005
  - Exceptional ability to work independently
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### Professional Experience:

Excel Trainer

Total System Services, Inc., Grand Rapids, MI  
February 2009 – Present

- Implemented advanced Excel functions.
  - Utilized Excel functions to search for exact values.
  - Managed spreadsheet data and database functions.
  - Received and sent data via TXT files and XML format.
  - Automated work with conditional formatting.
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### Education:

Bachelor's Degree in Computer Applications  
Henderson State University, Arkadelphia, AR

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