
Operations Executive Resume

Job Objective

To obtain a position as Operations Executive with your company so that I can act on the skills and experience I have obtained in past positions.

Highlights of Qualifications:

- Wide experience managing all aspects of a business operation ranging from financial, operational,
 - Good expertise in auditing & management consulting
 - Broad knowledge of the financial services, banking, credit union
 - In-depth knowledge of Fiserv business and products
 - Strong communication, presentation and organizational skills
 - Outstanding interpersonal and relationship building skills
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Professional Experience:

Operations Executive
Freight Systems Inc., Omaha, NE
August 2007 – Present

- Managed all operations for business product line.
 - Developed and implemented business plans.
 - Established operational goals and objectives for the product line.
 - Planned, developed and enforced service excellence standards and procedures.
 - Improved team performance provided training and client satisfaction.
 - Adhered to company's philosophy, mission, and strategic goals.
 - Lead, mentored, advised and coached management staff.
 - Ensured product line operations are carried out in an ethical manner.
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Education:

Bachelor's Degree in Business Administration
Saint Francis University, Loretto, PA

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