

• Dedicated Banking Professional/Branch Leader with 12+ years of experience in a retail banking setting. A team player with demonstrated ability to communicate and collaborate with individuals at all levels within the organization. Serves customers and fellow employees effectively with attention to detail and hardworking approach. Seeks out opportunities to increase sales, improves processes, and increase customer satisfaction.

AREAS OF EXPERTISE

Customer Service
Complaint Handling & Resolution
Operations Management

Coaching Training and Team Building Team Leadership Cash Handling Product Knowledge Relationship Management

Metairie Bank and Trust Co - Metairie, LA Branch Sales Manager, 05/19 to Present Assistant Branch Manager, 08/16 to 05/19 Banking Officer/Personal Banker, 08/14 to 08/16 08/14 to Present

- Generate new consumer and business relationships by networking and volunteering in business
- Grew consumer loans by 2.5 times the goal the first year and 2 times the goal the second year.
- Conducted sales and operations meetings.
- Coach employees on best practices for sales and rapport building opportunities.
- Received several legendary customer service mystery shop ratings.
- Originate, process and close loans.
- Manage branch expenses.
- Oversee and promote growth of branch employees.

Chase Bank - Louisisna Lead Teller Operations Specialist, 04/14 - 08/14 Assistant Branch Manager - Operations, 03/11 - 04/14 Teller, 10/09 - 03/11 10/09 to 08/14

- Employee training, development, and performance management.
- Managed operational functions including Profit and Loss control, Federal regulated guidelines, and State Compliance.
- Hiring and retaining of employees.
- Providing excellent customer and employee service.
- Providing great leadership for employees.
- Balance and maintain the vault.
- Handle customer everyday transactional needs.
- Cross-sell bank products and services.

Delgado Community College - New Orleans, LA Concentration in Accounting

Nicholls State University - Thibodaux, LA

Concentration in Civil Engeenering with a minor in Accounting

08/02 to 12/03

08/06 to 05/09

Bonnabel High School - Metairie, LA

Graduated with H.S Diploma; concentration in college prep classes

8/99 to 5/02

Training: Leadership Jefferson class of 2021

Databases tools: Microsoft Office

Operating Systems: Windows 10, Vista, XP, 2000, NT, Windows 7

Other Skills: Adobe, Excel, Horizon XE, Decision Pro, LaserPro

Louisiana Lions International Member

African American Male Wellness Walk - New Orleans

Junior Achievement Board Member

African American Initiative - Metairie Bank

Various small bank sponsored community service projects