

**Education**

**Sep. 2014 - Jun. 2018 China Social University Financial Management**

* GPA: 3.8/4.0

**Experience**

**Jul. 2018 - Present Bank account manager**

**China Construction Bank Shanghai Putuo District**

* Account Manager:
* Responsible for providing financial management consulting and suggestion services to customers, guiding customers to purchase wealth management products. Responsible for organizing corporate online banking account information, assisting in the analysis of financial statements in pre-lending investigations; responsible for fully understanding customer needs and marketing products to them, and vying for business.
* Loan business:
* collect customer information, fill in relevant contracts, be responsible for completing the customer's first payment, sorting out the first post-selling information, ensuring complete information, bottom-up, and timely delivery of relevant contracts and materials to customers. Responsible for writing investigation reports, assisting in post-loan management, doing quarterly report collection, and completing post-loan monitoring reports on time and quality;Timely promotion of our new business and the most suitable business for customers, to ensure long-term cooperation with value customers.

**Pardweb.ir**

**مرجع تم و قالب پاورپوینت**

**Information**

Age:25

Gender:male

Birthday:03/12/1994

Location: New York

Hobby:Play football

TEL:00123456789

Mail:1234567@gmail.com

**Project**

**Awards**

**Sep. 2017 - Jun. 2017 XXProject**

* Customer contact and data collection, analysis of the company's products, research on similar products in the market, and put forward targeted optimization Suggestions.
* Assist the company with the site arrangement, activity notification, training meeting minutes, etc.

In 2018,

Excellent Employee Award

In 2017,

Excellent Student Award

**Self-Evaluation**

Excel

Word

PowerPoint

* With bank internship experience, familiar with the working process of the bank and related background operation, proficient in the process of electronic bank bill bearing business.
* Deep understanding of the work content of account manager, good communication skills, good at discovering customer needs, familiar with various financial products of retail bank, and proficient in the business process of retail loan.