**[Store Manager Customer Service](https://www.postjobfree.com/resume/adzzgw/store-manager-customer-binghamton-ny)**

**Location:**Binghamton, NY

**Posted:**September 26, 2023

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**Resume:**

Jamie

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l.com

Skills

• Loan Processing

Financial Analysis &

Modeling

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• Credit Application Review

• Collections Management

• Data Verification

• Risk Management

• Office Management

• Customer Service

• Call Handling

• Scheduling

• Team Supervision

• Bookkeeping

• Budgeting & Forecasting

• Billing Management

• Documentation

• Data Entry

Professional Summary

Highly experienced and educated Finance Specialist with a proven track record of cultivating strong business relationships and driving productivity. Proven ability to deliver exceptional service, build strong client relationships, and provide efficient financial solutions. Proficient in financial analysis, budgeting, and reporting, with a keen eye for detail and accuracy. Excellent communication and problem-solving skills, coupled with a high level of adaptability and a commitment to meet and exceed organizational goals. Experience

Stafkings Personel Binghamton, NY

June 2023 - September 2023

Temporary Receptionist

Directed numerous calls per day to appropriate recipients using multi-line system.

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• Collected and processed supply and equipment orders.

• Managed mail, packages and courier deliveries in and out of office. Documented discussions, messages and actions taken to process inquiries and maintain thorough records.

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One Main Financial Johnson City, NY

June 2021 - May 2023

Senior Loan Specialist

Reviewed and processed loan and credit applications, ensuring accuracy and compliance

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Compiled vital financial data on customer assets, salaries and employment statuses.

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• Consistently surpassed my monthly goals by 15%-45%. Requested credit reports, reference checks and information needed to evaluate loan applicant.

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Spectrum, Vestal Vestal, NY

January 2020 - May 2021

Financial Specialist

Provided quality assistance to customers through phone calls, emails, and internet chats

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Handled an average of 80-100 phone calls per day, addressing inquiries and providing relevant information and assistance

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Communicated with customers to resolve outstanding payments and collaboratively develop suitable payment plans

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Motherhood Maternity Johnson City, NY

June 2018 - December 2019

Store Manager

Developed weekly schedules in accordance with payroll guidelines, accounting for employee and store needs

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Supervised and trained both part-time and full-time teams in sales, merchandising, and inventory control

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Analyzed store performance metrics to identify areas for improvement and implement effective solutions.

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LL NCI Endicott, NY

November 2015 - June 2018

Billing / Coding Specialist

• Managed and resolved billing disputes and collections multiple clients. Oversaw client invoices, billing, and accounts, ensuring accurate and timely processing

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Documented activities related to patient care and billing to maintain accurate records

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Deb Shops Johnson City, NY

November 2010 - September 2015

Store Manager

Managed visual merchandising for an appealing and aligned in-store environment

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Provided leadership to a team of 15+ employees, fostering their development

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Monitored budgets and employed comprehensive loss prevention and inventory management strategies to meet goals.

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Education

May 2012

Associates - Business Management and Financial Accounting SUNY Broome Community College, Binghamton, NY