**Daniel Hloomberg**

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# KEY QUALIFICATIONS

* Three years of demonstrated work experience as a Bank Teller with Hudson City Savings
* Highly skilled in cashing checks, accepting deposits and loan payments, and processing withdrawals
* Functional knowledge of performing specialized tasks such as personal money orders
* Able to record all transactions in a prompt and efficient manner
* Hands on experience in providing exceptional customer service and resolving clients' accounts issues
* In depth knowledge of examining instruments for endorsements and verification purposes
* Proficient in using computers and other office equipment
* Bilingual - English and Spanish

# EXCELLENCE in banking

* Achieved success in pulling out a fraudulent activity by endorsing check verification processes
* Conducted auditing of all dormant accounts and soliciting business from them

# professional Experience

**Hudson City Savings** Crocker, MO

*Bank Teller* Feb 2009 – Present

* Maintain contact with clients regarding cash and checking services
* Handle deposits, withdrawals, money orders, cashier and travelers' checks and credit card advances
* Balance cash drawers
* Cross-sell bank products and services
* Transfer funds and accept loan payments
* Perform data entry services regarding clients' accounts and transactions

# Education

**St. Peter Community College** Fort Collins, CO

*Bachelor of Business and Finance* 2008

* Majors: Banking
* Minors: Customer Service