| **CHRONOLOGICAL RESUME** |
| --- |
|  |
|  | (770) 625-9669 |
|  | your.name@gmail.com |
|  | 3665 Margaret Street, Houston, TX 47587 |
|  | linkedin.com/in/your.name |

| OBJECTIVE |
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|  |
| Financial Advisor with 5+ years of experience delivering financial/investment advisory services to high-value clients. Proven success in managing multi-million dollar portfolios, driving profitability, and increasing ROI through skillful strategic planning, consulting, and financial advisory services. |
|  |
| **PROFESSIONAL EXPERIENCE** |
|  |
| August 2020 – Present | **WELLS FARGO ADVISORS – Houston, TX – *Financial Advisor**** Deliver financial advice to clients, proposing strategies to achieve short- and long-term objectives for investments, insurance, business and estate planning with minimal risk
* Develop, review, and optimize investment portfolios for 300+ high-value clients with over $190M AUM (Assets Under Management)
* Ensure maximum client satisfaction by providing exceptional and personalized service, enhancing client satisfaction ratings from 88% to 99.9% in less than 6 months
* Work closely with specialists from multiple branches, managing investment portfolios for over 800 clients with over $25M in assets under care
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|  |  |
| May 2017 – August 2020 | **SUNTRUST INVESTMENT SERVICES, INC. – New Orleans, LA – *Financial Advisor**** Served as knowledgeable financial advisor to clients, managing an over $20.75M investment portfolio of 90+ individual and corporate clients
* Devised and applied a new training and accountability program that increased productivity from #10 to #3 in the region in less than 2 year period
* Partnered with cross-functional teams in consulting with clients to provide asset management risk strategy and mitigation, which increased AUM by 50%
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|  |  |
|  |
| **EDUCATION** | **ADDITIONAL SKILLS** |
|  |  |
| **LOUISIANA STATE UNIVERSITY – Baton Rouge, LA**BS in Business Administration, May 2017Honors: *cum laude* (GPA: 3.7/4.0) | * Proficient in MS Office, Outlook, Salesforce, TFS Project Management, MS Project, Webex
* Fluent in English, Spanish, and French
 |

**Dear Job Seeker,**

Each Google Docs resume template is designed to be easy to fill out and help you land an interview.

But that doesn’t mean filling in all the details is easy.

If you’re struggling to write your resume, here are some free resources to help you put together a job application that convinces employers you’re the right person for the job:

· [Free Resume Builder](https://resumegenius.com/?utm_source=Word_Doc&utm_medium=Resume_Builder_Link&utm_campaign=RG_Downloads)

· [How to Write a Resume](https://resumegenius.com/blog/resume-help/how-to-write-a-resume)

· [Resume Samples by Industry](https://resumegenius.com/resume-samples?utm_source=Word_Doc&utm_medium=Resume_Samples_Link&utm_campaign=RG_Downloads)

Once you have a great resume, pair it with a convincing cover letter by downloading a matching [Google Docs cover letter template](https://resumegenius.com/blog/cover-letter-help/google-docs-cover-letter-template).

Additionally, here are a few resources to help you write a cover letter that gives your application the boost it needs to land you an interview:

· [Cover Letter Builder](https://resumegenius.com/cover-letter-builder?utm_source=Word_Doc&utm_medium=Cover_Letter_Builder_Link&utm_campaign=RG_Downloads)

· [How to Write a Cover Letter](https://resumegenius.com/cover-letters-the-how-to-guide?utm_source=Word_Doc&utm_medium=Cover_Letter_Guide_Link&utm_campaign=RG_Downloads)

· [Cover Letter Examples by Industry](https://resumegenius.com/cover-letter-examples?utm_source=Word_Doc&utm_medium=Cover_Letter_Examples_Link&utm_campaign=RG_Downloads)

Best regards,

**The Resume Genius Team**