

Roxanne Peterson

"In a world where you can be anything, be yourself"

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New Bern, NC 28562
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EXPERIENCE

First South Bank, New Bern NC—Branch Manager

February 2016–Present

Day to day operations of bank operations, sales, audits, reports, trust, estates, deceased handling, account opening, cash handling and rapport building.

Wells Fargo Dealer Services, Winterville NC — Operations Processor II

August 2015 - February 2016

Deceased handling, filing probates, title mods, estates, payment processing, operations, customer service.

Bank Of America, Washington NC — Senior Personal Banker

October 2008 - October 2013

Sales, relationship building, cash handling, coaching, auditing, role plays operations.

H&R Block, Daytona Beach FL — Client Service Coordinator

December 2007 - April 2008

Reservations, check printing, customer service, operations, consulting.

EDUCATION

Eastern Community College, Trinidad And Tobago — Business Management

September 2003 - June 2004

St. Augustine Senior Comprehensive, Trinidad And Tobago — H.S.D.

September 2001 - May 2003

PROJECTS

Developmental Growth — *Going that extra mile to make a difference.*

SKILLS

Leader, team player, ability to get the job done, very hard worker, computer literate, adaptable, accountable, knowledgeable.

AWARDS

Top Performer for Bank Of America Northeast achieving 200% x's goal. Admirals clubs 2016 award for top performer at First South Bank. 2016 Shipmates award at First South Bank.

LANGUAGES

English

