

# Carmelo Barese

Assistant Manager

312.555.0110

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Seattle, WA

## Objective

As an assistant manager, my primary objective is to support the functioning of business operations by managing staff, coordinating operations, and ensuring exceptional customer service. I aim to create a positive and productive work environment by communicating with team members, setting clear goals, and monitoring performance.

## Education

Mount Flores College  
New York City, NY  
BA in Business Administration  
GPA 3.87

## Key Skills

Marketing  
Project management  
Budget planning

Communication  
Problem-solving

## Experience

Responsibilities: overseeing daily operations, managing staff, ensuring compliance with banking regulations, and providing exceptional customer service. Also responsible for analyzing financial data, identifying trends, and developing strategies to improve the bank's performance.



June 20XX - Present

Assistant Manager  
Woodgrove Bank



Jan 20XX - June 20XX

Lead Salesperson  
Safewest Banking



Aug 20XX - Jan 20XX

Sales Associate  
Safewest Banking

## Communication

Implemented new procedures and technologies that improved efficiency and streamlined operations.

## Leadership

Successfully led a team to exceed sales goals while maintaining excellent customer satisfaction scores.

## References

Available upon request.