|  |  |  |  |
| --- | --- | --- | --- |
| Richard a. brown5635 Timber Creek Place Drive apt 812, Houston, TX 77084 Mobile: 281-948-3126 Email: [richie.b.xlcr@hotmail.com](mailto:richie.b.xlcr@hotmail.com) | | | |
| qualifications | | | |
|  | Eighteen years’ experience with high-volume financial transactions, demonstrating consistent record of competency. Instrumental in reducing direct costs (7%) and contributing to operational efficiency. Strengths include wealth management, financial analysis, budgeting, payroll management, and reporting. | | |
| education, professional registration | | | |
|  | Texas Southern University, Jesse H. Jones School of Business  * *Candidate for Baccalaureate in Accounting, May, 2015* * *G.P.A. 3.23* * *LSAT score 149 (October 2011)* * *Microsoft Office proficiency in Excel, Word, Outlook* * *Quickbooks, ProCare, Peachtree Accounting software* * *Ability to train, motivate, and supervise staff* * *Develop sales campaign strategy and tracking activity* * *Held NASD Securities License 6, 63* * *Held General Lines and Health Insurance Group 1 License* * *Investment Platinum Award Achievement* * *BBVA Compass Preferred Client Officer designation* | | |
| PROFESSIONAL EXPERIENCE | | | |
|  | **Business Data Analyst**  Be A Champion, Inc. Houston, Texas   * Payroll manager for 250 staff. * Budgetary analysis and reporting for 50 locations. * Manage annual $1MM budget * Reduced primary expense category from 64% to 57%  *Preferred Client Officer* | | 2009-Present |
| BBVA Compass Bank, Houston, *TX* 2006-2009   * Retained portfolios of Preferred Client base with minimum AUM of $25,000 * Formulated and managed long-term investment strategies to secure current assets and grow for future income through various investments vehicles * Managed a loan profile with a goal to close a minimum of $100,000 monthly * Selected Contributions: * Investment Platinum Award Achievement * BBVA Compass Preferred Client Officer designation   **Consumer Banking Officer**  JPMorgan Chase Bank, Houston, Texas 2002-2006   * Generated sales to new and existing bank clients * Developed clients banking relationship * Opened Small Business accounts and implement a comprehensive wealth management strategy   **Account Resolution Officer**  Citicorp Credit Cards, Houston, Texas 2001-2002   * Provided service to cardholders with escalated card problems * Negotiated the resolution of past due accounts to preserve credit quality   **Assistant Manager**  Washington Mutual Bank, Houston, Texas 2000-2001   * Managed inside sales processes * Performed monthly branch audits * Packaged new account products maximizing branch revenue * Managed consumer loan workflow from origination through closing * Improved relations with and reduced turnover among support staff   **Teller Manager**  Bank United, Houston, Texas 1996-2000   * Coached staff to deliver quality customer service * Handled vault teller responsibilities * Balanced and service ATM machine | | |
|  |  | |
|  | | |
| Interests | | | |

* Houston Football Association
* West Houston Indoor Soccer
* National Pre-Law Conference
* National Jurist (subscriber)