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| John Doe |
| SummaryDetail-oriented recent graduate with a strong interest in finance and loan processing. Eager to leverage analytical skills and customer service experience to support loan operations.Work Experience**Loan Processing Intern May 2022 – Aug 2022**ABC Financial Services Springfield, IL* Assisted in processing loan applications, ensuring all documentation was complete and accurate.
* Communicated with clients to gather necessary information and provide updates on application status.

**Customer Service Associate Jan 2021 – May 2022**XYZ Retail Bank Springfield, IL* Provided exceptional customer service, addressing inquiries related to banking products and services.
* Achieved a customer satisfaction rating of 95% through effective communication and problem resolution.

EducationBachelor of Science: Finance Jan 2022*University of Illinois**Urbana, IL* | Contact(123) 456-7890johndoe@example.comSpringfield, IL 62701SkillsCustomer ServiceFinancial AnalysisData EntryMicrosoft Office SuiteAttention to DetailTime ManagementProblem SolvingTeam Collaboration |