

# KAREN LANE

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## EDUCATION

### Bachelor of Science in Finance

LOYOLA MARYMOUNT  
UNIVERSITY, Los Angeles, CA  
September 2015 - July 2018

## KEY SKILLS

- Strong customer service skills
- Wealth management
- In-depth knowledge of commercial banking
- Experience handling foreign currencies
- Impressive negotiation skills
- Attention to detail
- Excellent business judgment
- Risk assessment and management
- Team leadership

## CERTIFICATIONS

- Certified Public Accountant by the American Institute of Certified Public Accountants, September 2020

Success-driven and ambitious banking professional with two years of experience in commercial banking. Possesses a bachelor's degree in finance from Loyola Marymount University. Skills include excellent communication, broad knowledge of commercial banking procedures, risk management experience, team leadership, and close attention to detail. Proven ability to meet and exceed financial company targets and handle complicated negotiations.

## PROFESSIONAL EXPERIENCE

### Commercial Banking Officer

Commercial Bank of California, Los Angeles, CA | September 2019 - January 2021

- Opened and closed more than 50 bank accounts each week
- Assisted clients in making banking plans and analyzing risks
- Participated in industry conferences and panel discussions
- Managed a team of five and demonstrated leadership abilities

### Junior Banking Associate

Commercial Bank of California, Los Angeles, CA | November 2018 - August 2019

- Built and maintained lasting business relationships with a number of clients
- Prepared basic tax returns
- Advised clients on the services and accounts that best suited their banking requirements
- Provided bookkeeping and payroll services