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| **CHRONOLOGICAL RESUME** |
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| *Financial Advisor with 7+ years of experience delivering financial/investment advisory services to high value clients. Proven success in managing multi-million dollar portfolios, driving profitability, and increasing ROI through skillful strategic planning, consulting, and financial advisory services.* |
|  |
| **PROFESSIONAL EXPERIENCE** |
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| *August 2020–Present***WELLS FARGO ADVISORS, Houston, TX**Senior Financial Advisor |
| * Deliver financial advice to clients, proposing strategies to achieve short- and long-term objectives for investments, insurance, business and estate planning with minimal risk
* Develop, review, and optimize investment portfolios for 300+ high value clients with over $190M AUM (Assets Under Management)
* Ensure maximum client satisfaction by providing exceptional and personalized service, enhancing client satisfaction ratings from 88% to 99.9% in less than 6 months
* Work closely with specialists from multiple branches, managing investment portfolios for over 800 clients with over $25M in assets under care
 |
|  |
| *July 2017–August 2020***SUNTRUST INVESTMENT SERVICES, INC., New Orleans, LA**Financial Advisor |
| * Served as knowledgeable financial advisor to clients, managing an over $20.75M investment portfolio of 90+ individual and corporate clients
* Devised and applied a new training and accountability program that increased productivity from #10 to #3 in the region in less than 2 year period
* Partnered with cross-functional teams in consulting with clients to provide asset management risk strategy and mitigation, which increased AUM by 50%
 |
|  |
| *July 2014–August 2017***MAVERICK CAPITAL MANAGEMENT, New Orleans, LA**Financial Advisor |
| * Served as the primary point of contact for over 15 clients
* Managed the portfolios of several major clients with over $8.5M in total assets
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| **EDUCATION** | **ADDITIONAL SKILLS** |
|  |  |
| *May 2014***LOUISIANA STATE UNIVERSITY, Baton Rouge, LA**Bachelor of Science in Business Administration (concentration: finance), Honors: cum laude (GPA: 3.7/4.0) | * Proficient in MS Office (Word, Excel, PowerPoint) Outlook, MS Project, Salesforce, TFS Project Management, Webex
* Fluent in English, Spanish, and French
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|  |
| 3665 Margaret Street, Houston, TX 47587 • RichardWilliams@gmail.com • (770) 625-9669 |
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**Dear Job Seeker,**

The “Empire State” resume template draws inspiration from its famous namesake in New York. Similar to the building’s iconic spire, we’ve added distinct vertical lines in front of each [resume section](https://resumegenius.com/blog/resume-help/resume-sections) to make them stand out.

If you’d like your [resume introduction](https://resumegenius.com/blog/resume-help/how-to-start-a-resume) to be the centerpiece of your resume, we recommend using the “Empire State” template. It’s the perfect choice for candidates who want to make a strong pitch for themselves, like [recent college graduates](https://resumegenius.com/blog/resume-help/college-graduate-resume) or aspiring [interns](https://resumegenius.com/resume-samples/internship-resume-example).

If you’re still struggling to write your resume, here are some free resources to help you put together a resume that shows employers you’re the right person for the job:

·     [Free Resume Builder](https://resumegenius.com/?utm_source=Word_Doc&utm_medium=Resume_Builder_Link&utm_campaign=RG_Downloads)

·     How to Write a Resume

·     [Resume Samples by Industry](https://resumegenius.com/resume-samples?utm_source=Word_Doc&utm_medium=Resume_Samples_Link&utm_campaign=RG_Downloads)

Once you have a great resume, pair it with a convincing cover letter using our matching [2021 cover letter template](https://resumegenius.com/cover-letter-templates/modern-templates#2021). Here are a few resources to help you write a cover letter that gives your application the boost it needs to land you an interview:

·     [Cover Letter Builder](https://resumegenius.com/cover-letter-builder?utm_source=Word_Doc&utm_medium=Cover_Letter_Builder_Link&utm_campaign=RG_Downloads)

·     [How to Write a Cover Letter](https://resumegenius.com/cover-letters-the-how-to-guide?utm_source=Word_Doc&utm_medium=Cover_Letter_Guide_Link&utm_campaign=RG_Downloads)

·     [Cover Letter Examples by Industry](https://resumegenius.com/cover-letter-examples?utm_source=Word_Doc&utm_medium=Cover_Letter_Examples_Link&utm_campaign=RG_Downloads)

Best regards,

