

Taylor P. Duerr

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OBJECTIVE

To find an entry-level position in the Finance or Risk Management and Insurance fields.

EDUCATION

- J. Mack Robinson College of Business, Georgia State University** Atlanta, GA
- BBA, Finance May 2008
 - BBA, Risk Management and Insurance
 - Dean's List

RELEVANT EXPERIENCE

Bank of America 2005-2006

Merchant Teller

- Processed transactions in accordance with established policies and procedures.
- Identified customer's needs and referred them to financial products.
- Consistently balanced and met sales goals.

EMPLOYMENT

Landscaping Works 2000-2004

Owner/Creator

- Created Lilburn based landscaping company.
- Found customers and kept database of clients and jobs related to customers.
- Managed lawn and garden.

EXTRACURRICULAR ACTIVITIES

- Gamma Iota Sigma: Risk Management and Insurance organization.
- GSU Finance Society
- Project Open Hand: Volunteered and delivered meals to people with chronic illnesses.
- Pi Kappa Alpha Fraternity.
- Intramural basketball, football, volleyball, and softball.
- Camp counselor for Camp Invention at Arcado Elementary School.
- Swim Coach for children aged 5-18.

SKILLS & ABILITIES

- Proficient in Microsoft Word, Excel, Access, and PowerPoint.
- First aid and CPR certified.

REFERENCES

Available upon request.