



KATRYN CHAVARRÍA

GENERAL MANAGER EXPERT

PROFESSIONAL PORTFOLIO

Highly motivated General and Development manager, contribute to company success to meet business demand. Strong leadership, remarkable work ethics, determined, reliable, excellent organized skills. Self-starter with strong leadership professional clientele relationship Outstanding capability to learn in short period of time, adaptable to new challenges.

JOB EXPERIENCE

TMX Finance

General Manager | 2017-2022

Perform a complete administrative task such as reporting, tracking an accurate forecasting margins. Set projection daily, monthly and yearly goals, establish 20%+ revenue. Build clienteles relationship. Comply with all Local, State, and Federal laws. Provide solution and secure loans, review interest payment on all contracts, Loan officer coaching. Track, analyze and trained team members on various performance reports, provide constructive feedback to team. Give costumer solution support, closed loans and reviewing contracts. Become a client expert. Submit secure title audits. Supervise and maintain office security and conduct proper opening and closing procedures, including management of vault, cash drawer, and bank deposit

Radio Shack

Development Mobility Marketing Manager | 2010-2017

Multi-unit manager, executive sale consultants. Control finance expenses, analysis profits and loss report, provide physical inventory. Hire and trained new teams to achieve company sales standards. successful motivator. Build new project to increase internal sales. resolve customer complaints and provide a thoughtful solutions to maintain customer satisfaction.

BB@T

Banker II | 2015-2016

Help achieve economic success for clients helping them to open new account base on their needs, example: Checking, saving, CD, Business, Loans, Mortgage insurance, investment, and other life changing finance, fallow all legal documents as per compliance

CONTACT

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LANGUAGES

- Spanish
- English

SKILLS

- ★★★★★ Revenue Growth
- ★★★★★ Customer Service
- ★★★★★ Eye Tracking
- ★★★★★ Implement Projections
- ★★★★★ Trainer & Recruiter
- ★★★★★ Project Management
- ★★★★★ Banking
- ★★★★★ Multitasker Workflow
- ★★★★★ Bilingual
- ★★★★★ Very Organize





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JOB EXPERIENCE

Applied Material

Banker II | 2015-2016

Logistics supplied and conduct Inventory Control, Clean Room protocol secure packages for new semiconductor microchips. Follow safety protocol, request daily orders. Shipped disposable damage inventory as per company compliance. Prevent any fraudulent transactions provide cycle count. Business Consultant.

Dell Computer

Builder | 2003-2004

Logistic and assembly operations experience, manufacturing new computers, and software tester Chain support, receiving and shipping. Secured products, handle equipment such as forklift and order picker.

Aaron Flower

Event Planner Assistant | 2002-2004

Event planner, Bring vision to life, manage vendor, negotiation contract. Make natural flower arrangements for wedding, party's and many events. Maintain an outstanding customer service skills to communicate with customers to have a successful event.

PROJECTS

Communities events, Marketing events, B2B new partnership, hiring events, Radio participation, Media support team, Mentorship, timescale research

FRAMEWORKS

KPI, P&L, Rolling Reports, Banking MRS, DMR discrepancy, RTS coordinator, Transfer order, Purchase order, inventory control, quick booking schedule

TECH SKILLS +10 YEARS EXPERIENCE

★★★★★ Microsoft Word

★★★★★ Microsoft PowerPoint

★★★★★ Excel

★★★★★ Oracle

★★★★★ Lotus Note

★★★★★ POS

★★★★★ TLXE

★★★★★ Sales Force

★★★★★ Multiport

EDUCATION

- High School Diploma - 2003
- NMLS Certification - 2016

OTHERS

Superior work ethic, excellent work flow, work well under extreme circumstance, bilingual, reliable, responsive, empathetic, competent, very organize, professional with great sense of humor upbeat natural positive personality.

