**BanGongZiYuan**



TARGET: AIRLINE STEWARDESS

Mobile: 15700XXX000 **|** Email: xxx@163.com **|** Location: Guilin city, Guangxi

**PROFILE**

* I’m familiar to related regulations and institutions, thus able to control the risk of bank operation.
* With a creative and dynamic mind, I’m keen on attending social practice and volunteer work with a quality of hardworking and rigor.
* Last but not least, I’m always honest by sticking to my promise and always willing to communicate with others or to help them with a great sense of teamwork.
* With a creative and dynamic mind, I’m keen on attending social practice and volunteer work with a quality of hardworking and rigor.

**EDUCATION**

**2012.09-2016.06**

**Sun Yat-sen University**

**Accounting (Bachelor)**

Major: western economics, applied economics, accounting computerization, financial management, marketing, economic law, intermediate financial accounting, advanced financial accounting, cost accounting, management accounting, auditing, international finance.

**Awards and Certificates**

**Awards:** Awarded as the Excellent Student during the undergraduate period;

**Certificate:** National Computer 2 level test, accountant qualification certificate, driver's license;

**Special Skills**

**Language Proficiency:**

* Excellent reading and writing ability, good listening and speaking ability.
* Chinese(fluent in Cantonese,Hakka and Putonghua)

**EXPERIENCE**

**2015.07-2015.09**

**Bank of China**

**Customer service**

* Providing custom service including 7\*24 financial consultations, trading assistants, Q&As and customer cares through telephone and internet.
* In the cases of which clients’ problems could not be solved online, transfer the information to the back staff to settle, and track the settlements before communicating with the clients.
* Abiding the regulations and working closely with the operating administration and other co-workers.

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