

JOSHUA A. DECKER
5728 SHADOW CREEK DR #2
916-505-4078

OBJECTIVE TO ACHIEVE A DYNAMIC CAREER IN THE FIELD OF FINANCE

QUALIFICATIONS

Dynamic banking and financial markets experience within a competitive business market. Practical and educational experience in banking, stock markets & account management.

Key Account Relationship Management	Detail Oriented and Organized
Strategic Sales and Marketing Experience	Extensive Customer Service Experience
Highly Developed Analytical and Organizational Skills	Motivated and Decisive Self-Starter
Highly Valued Computer Skills	Excellent Mathematical Problem Solving
Head Coaching and Training Exp	Proficient Accounting Skills
	Spanish Studies

Computer Skills: MS Windows XP, Microsoft Excel, and Word, Word Perfect, Lotus, Outlook, Microsoft Explorer, Firefox, Quicken, Power Point, Quick Books

Experience

OCT 98 - OCT 12 **La Boheme Restaurant**, Fair Oaks, CA, Supervisor: Alex Klaib

Food Server

Duties include: typical food server duties, table service, order taking, sales

APR 07-APR 09 **Formaggio Restaurant/Marriott Hotel**, Rancho Cordova, CA, Supervisor: Neil Glass

Food Server

Duties include: typical food server duties, table service, order taking, sales

JAN 02- FEB 06 & SEPT 06- APR 12 **I Got Your Tickets**, Sacramento, CA, Co Owner: Kevin Scott: Ph# 916-835-5440

Office Manager/Accountant/Co-Owner

Duties include: maintaining client relations, marketing/advertising, accounts payable, account receivable, credit card settlements, bank reconciliations, analyze revenue reports, profit/loss statements, income statements, month end reports, G/L postings, Annual tax filings, Quick Book entries, Advanced Excel, collections.

MAR 06- AUG 06 **Norwegian Cruise Line**, Honolulu, HI

Food Server

Duties include: typical food server duties, table service, order taking, sales

OCT 04- AUG 05 **American River Bank**, Sacramento, Supervisor:: Linda Aseltine

Customer Service / Lead Teller

Daily tasks include: general ledger posting and reconciliation, processing deposits and withdraws, generating month end reports, sales (cross selling), opening new accounts, running credit reports, training new employees.

NOV '98 - NOV '03 Etrade Financial/Etrade Bank, Rancho Cordova, Supervisor: Dale Lay
Client Relationship Manager, Customer Service, Trading and Sales
Duties include: client relationship management, client retention, financial recommendations, analyze investments, sales to existing clientele (cross selling) as well as marketing to potentially new customers, bookkeeping, reconciliations, accounting, trade settlements, recordkeeping, opening new accounts, stock and mutual fund trading and (premiere/ high asset) customer service. Series 7, 63, and 65 licenses obtained during employment.

EDUCATION Sierra College, Rocklin, CA, Dean's List for Academic Achievement
California State University, Sacramento, CA, GPA: 3.0 May 1999
Business Administration Degree, Concentration in Accounting

REFERENCES MANAGER @ MARRIOTT HOTEL, NEIL GLASS - 916-267-6755
OWNER @ LA BOHEME RESTAURANT, ALEX KLAIB - 916-965-1071
MANAGER @ AMERICAN RIVER BANK, LINDA ASTINE 916-231-6509