

Jordan Martinez

Bank Loan Officer

Professional summary

Detail-oriented finance graduate with strong analytical skills and internship experience in banking. Seeking an entry-level loan officer position at a commercial bank to help clients secure responsible lending options.

Education

BBA in Finance

Rutgers University, Newark, NJ, May 2024

GPA: 3.7 | Coursework: Risk Management, Credit Analysis, Financial Markets

Certifications

- **Loan Officer Training Certificate** – American Bankers Association, 2024

Experience

Banking Intern

Wells Fargo, Jersey City, NJ

2025 - 2025

- Assisted with pre-qualification checks and reviewed loan applications for completeness.
- Shadowed loan officers during consultations with clients.
- Entered data into CRM and analyzed loan-to-value ratios for personal loan clients.

Skills

Financial analysis and credit evaluation **Expert**

Familiarity with FICO scores and underwriting basics **Expert**

Excellent customer service **Expert**

Strong attention to detail **Expert**

Proficient in Microsoft Excel and QuickBooks **Expert**