

## Robert Jobseker

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*Experienced business professional seeking position with Drug Enforcement Agency*

### SUMMARY OF QUALIFICATIONS

- > College graduate with over 13 years of business experience.
- > Able to work independently or as part of team. Hard working, detail-oriented.
- > International background, familiar with multi-cultural environments.
- > Ability to succeed in high-stress, and physically / mentally demanding situations.
- > Superior analysis, reporting, and business proficiency. Able to multi-task effectively.
- > Outstanding verbal and written communications skills. Multi-lingual.

### PROFESSIONAL EXPERIENCE

**Malcom Management**, Brooklyn, NY

1994 – 2007

#### *Taxi Driver*

- Book between 80 and 105 hours per week, servicing Manhattan, all five boroughs, and most of the tri-state area. Average 35 to 60 fares per day.
- Communicate with extremely diverse population, providing highest levels of customer service at all times.
- Set and maintain complex schedules, complete assignments under intense deadlines.

**New York Mercantile Exchange**, New York, NY

1998 – 2001

#### *Price Reporter (1999 – 2001)*

- Identified trade activities, entered data into handheld computer for instantaneous posting on electronic board and simultaneous distribution to millions of traders worldwide.
- Reviewed and monitored thousands of transactions each hour.

#### *Runner (1998 – 1999)*

- Provided commodities trading assistance for traders. Collected trade cards and delivered to data entry room for processing.

**MetLife**, New York, NY

1994

#### *Account Representative*

- Carried out sales and marketing of financial services and products.
- Performed between 100 and 200 cold calls per day to prospective clients to provide information and schedule appointments.
- Communicated customer information to senior sales representatives and maintained contact database.

### ADDITIONAL EXPERIENCE

*Day Trader*, Brooklyn, NY (2002)

*Salesperson*, Chrysler Dealership, New York, NY (1994)

*Parking Attendant*, Meyers Parking, New York, NY (1989 – 1993)

### EDUCATION

*BBA in Marketing, Finance minor*, Baruch College, New York, NY (1993)

### COMPUTER SKILLS

Windows, MS Office, Internet

### LANGUAGES

Fluent in English, Creole, French