**Optimize your resume to get more job interviews**

This free resume template will help you write an ATS-friendly resume. But how do you know what the hiring manager is looking for? What skills and experience should you list to show you’re the best candidate?

**[Jobscan’s resume scanner](https://www.jobscan.co/?utm_medium=referral&utm_source=resume-examples&utm_campaign=all-examples&utm_content=internal-link) helps you optimize your resume for each job listing so that your application is more attractive to recruiters and hiring managers.**

An optimized resume leads to more responses, more interviews, and more offers for the jobs you *really* want.

*“Honestly, it was like the floodgates opened. Within a week…I was absolutely flooded with contacts and people reaching out.” [Kelly, South Carolina, Jobscan User](https://www.jobscan.co/blog/kelly-built-a-network-and-landed-a-job-in-a-new-city-using-jobscans-linkedin-optimization/?utm_medium=referral&utm_source=resume-examples&utm_campaign=all-examples&utm_content=internal-link)*

*”It’s the greatest tool that I have seen when it comes to searching for jobs.” [Mark Stark, Career Success Coach](https://www.jobscan.co/blog/why-this-career-coach-uses-jobscan/?utm_medium=referral&utm_source=resume-examples&utm_campaign=all-examples&utm_content=internal-link)*

*“We’re seeing easily 30% or more increase in calls from recruiters when our students use Jobscan to tailor their resumes.” [Jeffrey Stubbs, Director, Baylor University Career Center](https://www.jobscan.co/blog/jobscan-case-study-baylor-university/?utm_medium=referral&utm_source=resume-examples&utm_campaign=all-examples&utm_content=internal-link)*

It’s frustrating to apply for dozens of jobs and not get any interviews. Use [Jobscan](https://www.jobscan.co/?utm_medium=referral&utm_source=resume-examples&utm_campaign=all-examples&utm_content=internal-link) to optimize your resume, cover letter, and LinkedIn profile.

**90% of Jobscan Premium users landed an interview.**

Jobscan users have been hired by:

Logo

Description automatically generated with medium confidenceLogo

Description automatically generated with medium confidence

Logo

Description automatically generated

**HARLEY DELANCY**

Pittsburgh, PA 15212 • (555) 555-1234 • harleydelancy@email.com • linkedin.com/in/harley-delancy

**FINANCIAL ANALYST**

Business and financial leader with 20+ years’ experience, a keen eye for detail, and a disciplined approach to execution. Excels at driving plans and projects through to completion based on milestones and short- and long-term metrics to evaluate and drive performance.

Change Management | Project Management | Process Improvement | Strategic Analysis

Valuations | Investor Reporting | Business Controls | Credit Risk Analysis | Regulatory Compliance Leadership | Team Coordination | Complex Communication | Customer Relationship Management | Microsoft Office (Excel, PowerPoint) | Oracle | Aginity-Netezza | Investor Reporting | Quality Assurance System EDI | CLM Darts/Trax | SQL | EDI | Tableau | SharePoint

**WORK EXPERIENCE**

**Office of Law, Inc., Pittsburgh, PA • Financial Analyst • (06/2010) - Present**

Collaborate with business partners and legal to thoroughly review documentation and actively monitor and analyze reporting activity to determine loan collectability status and designation of liability. Areas of expertise include risk assessment, root cause analysis, loss mitigation, requirements, and process confirmation.

* Subject Matter Expert (SME) on determining loan designation of liability; consistently provide support to the business by actively engaging in highly complex special projects involving data integrity analysis, research, managing exceptions, and remediation
* Assess potential concerns or issues, recommend corrective action, determine remediation plan, and execute any necessary system updates
* Collaborate with developers on business requirements for application development and enhancements to optimize integration results
* Heavily involved in system testing, troubleshooting, and analyzing data for application development and software enhancements
* Train team members and business partners, sharing knowledge on systems and processes to strengthen internal controls and operational efficiencies
* Identify opportunities to streamline processes and ensure adherence to operational risk and control objectives through periodic review of workflow and procedures

**Insurance Corp., Pittsburgh, PA • Underwriting Support • (01/2008 - 06/2010)**

Completed all necessary required tasks (receiving new loan submissions, set-up, stacking and preparing for the Underwriting process, conducting Pre-Audits, and ordering appraisal reviews) from the time of loan approval up through the file funding and recording.

* Served liaison for customer accounts, leading in remediating concerns, summarizing data and presenting recommendations; facilitated regular meetings to determine operational needs
* Researched and conducted routine audits for specific operation requirements and managed and analyzed reports regarding non-compliance backlog
* Provided training to both internal and external clients

**Dahntown Bank, Pittsburgh, PA • Account Manager • (01/2007 - 05/2008)**

Worked for 3 loan officers to underwrite files from start to finish.

* During a tumultuous time in the industry, forged trusted relationships and enhanced customer loyalty by carefully identifying customer needs, exploring all options, and providing solutions
* Performed initial appraisal of potential borrowers by thoroughly examining their applications, assessing credit standings through background research, concluding on all applicable criteria, and following up with clients to clarify important points
* Finalized loan contracts and kept clients informed on reported decisions, rules, and obligations

**EDUCATION AND CERTIFICATIONS**

University of Pittsburgh, Pittsburgh, PA • Bachelor of Arts in Finance

(2008)

List additional certifications obtained or management trainings completed.

Resume written by [Lezlie Garr](https://www.linkedin.com/in/resumelezlie/)