Angelia Gaeta

Payment Processor

Dedicated Payment Processor with a year of experience in efficiently handling a variety of financial transactions. Adept at managing electronic and paper-based payments, ensuring accuracy and compliance, and maintaining strong relationships with clients and financial institutions. Demonstrates excellent attention to detail, problem-solving skills, and a commitment to providing exceptional customer service.

angelia.gaeta@gmail.com



(150) 306-9949



123 Bluegrass Lane, Lexington, **Q** KY 40502



Education

Associate of Applied Science in Finance and Accounting at Bluegrass Community and Technical College, Lexington, KY

Sep 2018 - May 2022

Relevant Coursework: Financial Accounting, Managerial Accounting, Business Finance, Financial Analysis, Taxation, Financial Management, Auditing, and Business Law.

Links

linkedin.com/in/angeliagaeta

Skills

QuickBooks proficiency

Excel expertise

ACH processing

PCI compliance

Salesforce mastery

Data encryption

ERP systems

Employment History

Payment Processor at Square Inc., KY

Apr 2023 - Present

- Processed over \$5 million in transactions within the first year, contributing to a 10% increase in company revenue and maintaining a 99% accuracy rate.
- Successfully resolved 200+ customer disputes and chargebacks, resulting in a 90% retention rate and positive feedback from clients.
- Implemented a new payment processing system that streamlined operations, reducing processing time by 30% and increasing overall efficiency for the team.

Associate Payment Processor at Worldpay, Inc., KY

Sep 2022 - Feb 2023

- Successfully processed over 5000 payment transactions daily, ensuring a 99.8% accuracy rate and contributing to the company's overall revenue growth.
- Streamlined the payment processing workflow by implementing new software tools, resulting in a 15% reduction in manual tasks and a 10% increase in productivity.
- Identified and resolved over 150 cases of potential fraud, saving the company an estimated \$1 million in potential losses and maintaining a secure environment for clients.
- Trained and mentored 10 new team members to ensure they were fully equipped to handle their roles as Associate Payment Processors, leading to a 20% increase in team efficiency.

Certificates

Certified Payment Card Industry Security Manager (CPISM)

Nov 2021

Accredited ACH Professional (AAP)

Jul 2020

Memberships

Electronic Transactions Association (ETA)

National Automated Clearing House Association (NACHA)

Languages