



Recruiting

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PAIGE SHOEMAKER (00899502)

Job Requisitions Preferences

# COMMISSIONER OF FINANCIAL REGULATION - 43004009

(37902)View Details

Job Postings (1)

Status : Open

Hiring Manager : SHERRI BRALEY

Age : 0d

Talent Pipeline Hide Talent Pipeline

View active candidates (27)

View all candidates (28)

Forwarded 0	Invited To Apply 0	New 27	Review 0	1st interview 0	2nd Interview 0	Offer 0	Ready to Hire 0	
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Candidates :View all candidates (28)

Action 0 Selected

Filter Options

Enter Applicant Name

- Name
- Acey Stinson
- Amanda Olney
- Anthony Conway
- Arthur Garcia
- Christopher Jenkins
- Daniel Thommen
- David Kister
- DEBORAH DEAN
- Donald Hudgins
- Eric Sorensen

## Amanda Jean Olney (External Candidate)

813-375-2742 amandajolney@gmail.com Cover Letter Resume

### Application

Status: New

Country: United States

Attachments to be Included in all Job Submissions: Submission Attachments 0 attached

Attachments Added After Submission: Attach a document

Vacancy Source: Job Seeker Website

Relatives: To your knowledge, do you have any relatives working in this agency? No

Right To First Interview: Not Applicable  
If you responded yes to the above statement, attach a copy of your official layoff letter applying for this vacancy.

Veteran Status: None of the Above

ARE YOU CURRENTLY EMPLOYED WITH THE AGENCY TO WHICH YOU ARE CURRENTLY APPLYING? No

HAVE YOU RECEIVED A PROMOTIONAL APPOINTMENT WITHIN THE CAREER SERVICE, SUBSEQUENT TO ACTIVE MILITARY SERVICE, WITH THE AGENCY TO WHICH YOU ARE APPLYING? No

People First Initial VP Review: No Selection

People First Eligible VP Category (if different): No Selection

Agency Final VP Eligibility Review: No Selection

Agency Final VP Category Determination: No Selection

### Background Information

A "yes" answer to these questions will not automatically bar you from employment job-relatedness, severity, and date of the offense in relation to the position you are considered. [see 112.011, F.S.]

No

Have you ever been convicted of a felony or a first degree misdemeanor ?

If yes, what were the charges ?

Where ? (City/State)

Date

Have you ever pled nolo contendere or guilty to a crime which is a felony or a first degree misdemeanor ? No

If yes, what were the charges ?

Where ? (City/State)

Date

Have you ever had the adjudication of guilt withheld for a crime which is a felony or first degree misdemeanor ? No

If yes, what were the charges ?

Where ? (City/State)

Date

### Signature

I am aware that any omissions, falsifications, misstatements, or misrepresentation disqualify me for employment and, if I am hired, may be grounds for termination. I understand that any information I give may be investigated as allowed by law. I consent to the release of information about my ability, employment history, and fitness for employment to employers, schools, law enforcement agencies, and other individuals and organizations for employment purposes. The consent shall continue to be effective during my employment. I understand that applications submitted for state employment are public information. I certify to the best of my knowledge and belief all of the statements contained herein are true, correct, complete, and made in good faith.

If applicable, Complete Qualifying Questions prior to submitting your application.

By checking this box, I certify that I have read and agree with these statements

Yes

Interview Result overdue interviews

#### Screening Details

In the State of Florida application you indicated that you are legally authorized to work in the United States, Are you one of the following: Citizen or National of the United States; Lawful Permanent Resident; Refugee; Asylee, or Temporary Resident (does not include non-immigrant visas such as F-1, J-1, H-1, etc.)? Yes

Will you now or in the future require sponsorship for No

employment visa status (e.g. H-1B visa status)?

Do you have at least five (5) years of responsible private sector experience working fulltime in areas within the subject matter jurisdiction of the Office of Financial Regulation within the previous ten (10) years?

Yes

If you answered "yes" to the previous question, please elaborate on your experience. If no, please respond N/A.

I have worked at least five of the past ten years as a compliance officer for banks chartered in the state of Florida.

Do you have at least five (5) years of experience as a senior examiner or other senior employee of a state or federal agency having regulatory responsibility over financial institutions, finance companies, or securities companies within the previous ten (10) years?

No

If you answered "yes" to the previous question, please elaborate on your experience. If no, please respond N/A.

I have not been a state or federal examiner, however I have been the point of contact for examiners in each bank I have worked at in the past ten years.

Periods of Employment

Credit Union 24, Inc.

Director Compliance Officer

2  
0

Details

Name of Employer\* Credit Union 24, Inc.  
 Your Job Title\* Director Compliance Officer  
 Currently Employed\* No  
 Start Date\* 02/19/2016  
 End Date\* 05/01/2018  
 Hours Per Week\* 40  
 Employer's Address Tallahassee, FL  
 Supervisor's Name Jenny Yon  
 Supervisor's Phone Number +1 (850) 701-2824

Duties and Responsibilities\*

Achievements: \* Achieved compliant prepaid card, processing and mobile banking rollouts \* Achieved NAFCU Certified Compliance Officer and NAFCU Certified Bank Officer designation through NAFCU \* Created Compliance Program: Procedures, Monitoring Program, Compliance Schedule, staff training in conjunction with Comj Implemented detailed regulatory driven checklists to perform risk assessments \* I party vendor management procedures \* Implemented regularly schedule reporting Committee and Board of Directors, as well as created annual Board compliance t Responsibilities: \* Monitor the CUSO's compliance with all consumer protection r internal policies \* Assign annual compliance courses for entire staff and Board of monitor for completion \* Ensure any regulatory updates are implemented in all po procedures, and related staff are trained as needed \* Engage with external audit/ examiners to determine areas of weakness and proper methods of correction, an responses for corrective action to their findings \* Report all adverse compliance ri findings to the Board of Directors/BOD Audit Committee on a monthly/quarterly b required annual CUSO registration with NCUA

Reason For Leaving\*

Position was eliminated

Your name, if different during employment

C

First Citrus Bank

Vice President, Compliance & CRA Officer

3  
0

▼ Details

**Name of Employer\*** First Citrus Bank  
**Your Job Title\*** Vice President, Compliance & CRA Officer  
**Currently Employed\*** No  
**Start Date\*** 09/12/2012  
**End Date\*** 02/01/2016  
**Hours Per Week\*** 40  
**Employer's Address** Tampa, FL  
**Supervisor's Name** John Linton  
**Supervisor's Phone Number** +1 (813) 926-2848  
**Duties and Responsibilities\*** Achievements: \* Achieved a "1" rating on most recent compliance exam (2015) \* Certified Regulatory Compliance Manager designation through ICB \* Created Compliance Program: Procedures, Risk Monitoring Program, Compliance Schedule, staff training in conjunction with Compliance Policy \* Implemented detailed regulatory driven check perform risk assessments \* Received 'Satisfactory' ratings for deposit, loan and fee external audits \* Established 3rd party vendor management procedures \* Implemented schedule reporting to the Audit Committee and Board of Directors, as well as created Board compliance training program Responsibilities: \* Monitor the Bank's compliance consumer protection regulations and internal policies \* Assign annual compliance entire Bank staff and Board of Directors, and monitor for completion \* Ensure any updates are implemented in all policies and procedures, and related staff are trained Engage with external auditors and examiners to determine areas of weakness and methods of correction, and prepare responses for corrective action to their findings adverse compliance risk assessment findings to the Board of Directors/BOD Audit a monthly/quarterly basis \* CRA compliance; updating CRA file as needed and an internal review/audit in conjunction with the Fair Lending review/audit  
**Reason For Leaving\*** Accepted position in Tallahassee  
**Your name, if different during employment**

C

**Heritage Bank of Florida**

Vice President Loan Operations, Compliance and Internal Audit Officer

▼ Details

**Name of Employer\*** Heritage Bank of Florida  
**Your Job Title\*** Vice President Loan Operations, Compliance and Internal Audit Officer  
**Currently Employed\*** No  
**Start Date\*** 04/11/2011  
**End Date\*** 09/03/2012  
**Hours Per Week\*** 40  
**Employer's Address** Lutz, FL  
**Supervisor's Name** Kim Adams  
**Supervisor's Phone Number**  
**Duties and Responsibilities\*** Achievements: \* Created Loan Operations procedures, and internal tickler system Loan Compliance schedule and Internal Loan review procedures \* Introduced Excel which encompasses the entire loan review process \* Created and assisted in the of lending policy updates and changes - created SCRA policy, Flood policy, ECO, Act / ID Theft policy \* Created and implemented new loan review procedures Res Loan Operations / Compliance Officer: \* Reorganized and managed the daily duties employees: Insurance Processor, Loan Operations \* Assistant / Payment Processor Closing Loan Reviewer, Loan Documentation Processor \* Assigned compliance officer for entire lending staff \* Reconciled lending general ledgers daily \* Engaged with auditors and examiners to determine areas of weakness and proper methods of correction Responsible for maintaining updated knowledge for all banking regulations, and preparing responses to findings by external auditors and state / federal examiners As Loan Internal Audit Officer: \* Reviewed loan portfolios for three branches \* Prepared exit summaries, and prepared final reports for the Board of Directors \* Conducted exit branch personnel \* Responsible for post audit follow-up reviews and interviews \* external examiners to maintain loan compliance / safety and soundness  
**Reason For Leaving\*** Bank failed  
**Your name, if different during employment**

C

**Plains Commerce Bank**

Internal Loan Compliance Auditor / Officer

▼ Details

**Name of Employer\*** Plains Commerce Bank  
**Your Job Title\*** Internal Loan Compliance Auditor / Officer  
**Currently Employed\*** No  
**Start Date\*** 08/27/2010  
**End Date\*** 03/01/2011  
**Hours Per Week\*** 40  
**Employer's Address** Sioux Falls, SD  
**Supervisor's Name** Randy Morris  
**Supervisor's Phone Number**  
**Duties and Responsibilities\*** Achievements : \* Created Compliance Audit Procedures, Risk Monitoring Program Schedule, staff training in conjunction with Compliance Policy \* implemented detailed driven checklists to perform risk assessments \* Implemented regularly scheduled Audit Committee and Board of Directors, as well as created annual Board compliance program Responsibilities : \* Monitor the lending compliance with all consumer protection regulations, safety and soundness regulations and internal policies \* Monitored for Lending compliance, and reviewed all HMDA reporting \* Ensure any lending/Fair regulatory updates are implemented in all policies and procedures, \* Engage with auditors and examiners to determine areas of weakness and proper methods of correction, and prepare responses for corrective action to their findings for lending/Fair Lending. \* Report all adverse compliance risk assessment findings to the Board of Directors/BOD Audit Committee on a monthly/quarterly basis  
**Reason For Leaving\*** Relocated to FL for personal reasons  
**Your name, if different during employment**

C

**Southshore Community Bank**  
 AVP, Loan Compliance and Administration Officer

2  
0

▼ Details

**Name of Employer\*** Southshore Community Bank  
**Your Job Title\*** AVP, Loan Compliance and Administration Officer  
**Currently Employed\*** No  
**Start Date\*** 04/07/2008  
**End Date\*** 08/16/2010  
**Hours Per Week\*** 40  
**Employer's Address** Apollo Beach, FL  
**Supervisor's Name** Joseph Stewart  
**Supervisor's Phone Number**  
**Duties and Responsibilities\*** Achievements: \* Created Loan Compliance Program: Procedures, Risk Monitoring Compliance Schedule, staff training in conjunction with Compliance Policy \* Implemented detailed regulatory driven checklists to perform risk reviews of existing loans and requests \* Implemented regularly scheduled reporting to Board of Directors, as well as annual Board compliance training program Responsibilities : \* Monitor the bank's with all consumer protection regulations and internal policies \* Assign annual lending courses for entire staff and Board of Directors, and monitor for completion \* Ensure regulatory updates are implemented in all policies and procedures, and related staff as needed \* Engage with external auditors and examiners to determine areas of weakness, proper methods of correction, and prepare responses for corrective action to their Report all adverse compliance risk assessment findings to the Board of Directors, Committee on a monthly/quarterly basis \* Managed support staff  
**Reason For Leaving\*** Bank was failing  
**Your name, if different during employment**

C

▼ **Formal Education**

**American Intercontinental University**  
 Chicago, IL

1  
0

▼ Details

**Name of School\*** American Intercontinental University  
**Location\*** Chicago, IL  
**Start Date\*** 08/23/2004  
**End Date** 06/30/2006  
**Course of Study** BS Accounting / Finance

**Degree Earned** Bachelors  
 (transcripts may be required)\*  
**Credit Hours – Quarter**  
**Credit Hours – Semester**

C

Language Skills

English  
Fluent

> Details

License, Registration or Certification

NCBSO

> Details

**License, Registration or Certification\*** NCBSO  
**Number**  
**State Licensing Agency** NAFCU  
**Received** 10/21/2016  
**Expires** 10/21/2019

C

NCCO

> Details

**License, Registration or Certification\*** NCCO  
**Number**  
**State Licensing Agency** NAFCU  
**Received** 03/18/2016  
**Expires** 03/18/2019

C

CRCM

> Details

**License, Registration or Certification\*** CRCM  
**Number**  
**State Licensing Agency** American Bankers Assoc  
**Received** 04/08/2013  
**Expires** 04/08/2019

C

Job-Related Training or Course Work

There are no items in this section.

Knowledge, Skills and Abilities

Very proficient with all Florida state and federal banking regulations as I have attended in-depth regular basis every year. I am also very well versed in all office related software as I use them re reports, tracking and training.

> Details

**Knowledge, Skills and Abilities** Very proficient with all Florida state and federal banking regulations as I have attended training on a regular basis every year. I am also very well versed in all office related use them regularly for reports, tracking and training.

C

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**AMANDA JEAN OLNEY**

8365 Caplock Road Tallahassee Florida 32311 | 813-375-2742 | amandajolney@gmail.com

**July 1, 2018**

Hiring Manager  
Florida Office of Financial Regulation

**Dear Hiring Manager:**

I am very excited to submit my name as a candidate for the Commissioner of Financial Regulation. I am a seasoned compliance professional from Florida and almost my entire 20 year banking career has been in this great state. As you can see by my attached resume, I have the experience, skills and education you are looking for in the Commissioner of Financial Regulation. Additional, I am a local Tallahassee resident whom has the ability to travel when, and if, necessary.

Please let me know if I can supply you with additional information, such as references.

Sincerely,

**Amanda Olney, CRCM, NCCO, NCBSO**



## Amanda Jean Olney, CRCM, NCCO, NCBSO

8365 Caplock Road  
Tallahassee, Florida 32311  
813-375-2742

amandajolney@gmail.com

### Professional Experience:

Credit Union 24, Inc., Tallahassee, FL  
2016 – 2018  
**Director Compliance Officer**

#### Achievements:

- Achieved compliant prepaid card, processing and mobile banking product rollouts
- Achieved NAFCU Certified Compliance Officer and NAFCU Certified Bank Secrecy Officer designation through NAFCU
- Created Compliance Program: Procedures, Risk Monitoring Program, Compliance Schedule, staff training in conjunction with Compliance Policy
- Implemented detailed regulatory driven checklists to perform risk assessments
- Established 3<sup>rd</sup> party vendor management procedures
- Implemented regularly schedule reporting to the Audit Committee and Board of Directors, as well as created annual Board compliance training program

#### Responsibilities:

- Monitor the CUSO's compliance with all consumer protection regulations and internal policies
- Assign annual compliance courses for entire staff and Board of Directors, and monitor for completion
- Ensure any regulatory updates are implemented in all policies and procedures, and related staff are trained as needed
- Engage with external auditors and examiners to determine areas of weakness and proper methods of correction, and prepare responses for corrective action to their findings
- Report all adverse compliance risk assessment findings to the Board of Directors/BOD Audit Committee on a monthly/quarterly basis
- Perform required annual CUSO registration with NCUA

First Citrus Bank, Tampa, FL  
2012 – 2016  
**Vice President, Compliance & CRA Officer**

#### Achievements:

- Achieved a "1" rating on most recent compliance exam (2015)
- Achieved Certified Regulatory Compliance Manager designation through ICB
- Created Compliance Program: Procedures, Risk Monitoring Program, Compliance Schedule, staff training in conjunction with Compliance Policy
- Implemented detailed regulatory driven checklists to perform risk assessments
- Received 'Satisfactory' ratings for deposit, loan and fair lending external audits
- Established 3<sup>rd</sup> party vendor management procedures
- Implemented regularly schedule reporting to the Audit Committee and Board of Directors, as well as created annual Board compliance training program

#### Responsibilities:

- Monitor the Bank's compliance with all consumer protection regulations and internal policies
- Assign annual compliance courses for entire Bank staff and Board of Directors, and monitor for completion
- Ensure any regulatory updates are implemented in all policies and procedures, and related staff are trained as

needed

- Engage with external auditors and examiners to determine areas of weakness and proper methods of correction, and prepare responses for corrective action to their findings
- Report all adverse compliance risk assessment findings to the Board of Directors/BOD Audit Committee on a monthly/quarterly basis
- CRA compliance; updating CRA file as needed and an annual internal review/audit in conjunction with the Fair Lending review/audit

Heritage Bank of Florida, Lutz, FL  
2011 – 2012

**Vice President Loan Operations, Compliance and Internal Audit Officer**

Achievements:

- Created Loan Operations procedures, and internal tickler system
- Created Loan Compliance schedule and Internal Loan review procedures
- Introduced Excel workbook which encompasses the entire loan review process
- Created and assisted in the implementation of lending policy updates and changes – created SCRA policy, Flood policy, ECOA, and FACT Act / ID Theft policy
- Created and implemented new loan review procedures

Responsibilities:

As Loan Operations / Compliance Officer:

- Reorganized and managed the daily duties of four employees: Insurance Processor, Loan Operations Assistant / Payment Processor, Post Closing Loan Reviewer, Loan Documentation Processor
- Assigned compliance lending courses for entire lending staff
- Reconciled lending general ledgers daily
- Engaged with external auditors and examiners to determine areas of weakness and proper methods of correction
- Responsible for maintaining updated knowledge for all banking regulations, and prepared responses to findings by external auditors and state / federal examiners

As Loan Compliance / Internal Audit Officer:

- Reviewed loan portfolios for three branches
- Prepared exit interview summaries, and prepared final reports for the Board of Directors
- Conducted exit interviews with branch personnel
- Responsible for post audit follow-up reviews and interviews
- Worked with external examiners to maintain loan compliance / safety and soundness

Plains Commerce Bank, Sioux Falls, SD  
2010 - 2011

**Internal Loan Compliance Auditor / Officer**

Achievements:

- Created Compliance Audit Procedures, Risk Monitoring Program, Compliance Schedule, staff training in conjunction with Compliance Policy
- Implemented detailed regulatory driven checklists to perform risk assessments
- Implemented regularly schedule reporting to the Audit Committee and Board of Directors, as well as created annual Board compliance training program

Responsibilities:

- Monitor the lending compliance with all consumer protection regulations, safety and soundness regulations and internal policies
- Monitored for all Fair Lending compliance, and reviewed all HMDA reporting
- Ensure any lending/Fair Lending regulatory updates are implemented in all policies and procedures,
- Engage with external auditors and examiners to determine areas of weakness and proper methods of correction, and prepare responses for corrective action to their findings for lending/Fair Lending.

- Report all adverse compliance risk assessment findings to the Board of Directors/BOD Audit Committee on a monthly/quarterly basis

Southshore Community Bank, Apollo Beach, FL  
2008 - 2010

**AVP, Loan Compliance and Administration Officer**

Achievements:

- Created Loan Compliance Program: Procedures, Risk Monitoring Program, Compliance Schedule, staff training in conjunction with Compliance Policy
- Implemented detailed regulatory driven checklists to perform risk reviews of existing loans and new loan requests
- Implemented regularly schedule reporting to Board of Directors, as well as provided annual Board compliance training program

Responsibilities:

- Monitor the bank's compliance with all consumer protection regulations and internal policies
- Assign annual lending compliance courses for entire staff and Board of Directors, and monitor for completion
- Ensure any regulatory updates are implemented in all policies and procedures, and related staff are trained as needed
- Engage with external auditors and examiners to determine areas of weakness and proper methods of correction, and prepare responses for corrective action to their findings
- Report all adverse compliance risk assessment findings to the Board of Directors/BOD Audit Committee on a monthly/quarterly basis
- Managed support staff

Professional Skill Summation:

- Over twenty years banking/finance experience in compliance review, risk management, reporting, training, underwriting, and operations
- Experienced in monitoring compliance with banking regulations (EEOA, HMDA, CRA, RESPA, TILA, SCRA, Reg E, OFAC, BSA, Reg DD, Reg D, etc.)
- Proficient with Microsoft Office (Word, Excel and Access)
- Proficient with LaserPro, Calyx/ACT, Desktop Underwriter, Loan Prospector, Silverlake, Rembrandt/ARTA, FIServ systems
- Versed in FNMA and FDMC underwriting guidelines
- Excellent written and verbal skills
- Self-motivated and detailed with a desire to motivate others
- Creative and resourceful problem solver

Education / Professional Certification:

**BS Accounting / Finance - cum laude** – American Intercontinental University (2006)

**Certified Regulatory Compliance Manager (CRCM)** - Institute of Certified Bankers (2013)

**NAFCU Certified Compliance Officer** – National Association of Federally Insured Credit Unions (2016)

**NAFCU Certified Bank Secrecy Act Officer** – National Association of Federally Insured Credit Unions (2016)