

CURRICULUM VITAE



SCOTT KALAGHER

BANKING INDUSTRY PROFESSIONAL



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ABOUT ME

Dear Sir,

I would like to take this opportunity to introduce myself. I am Banking Professional with over 20 years of experience in the industry. I have recently left my position with Randolph Savings Bank. Randolph Savings Bank had acquired my long-term employer First Eastern Mortgage. After my successful employment with these institutions I am looking forward to bringing my skills and achievements to your client companies

Within my employment I also have experience with administration, purchasing and courier work I look forward to speaking to you in the near future.

Thank You,

EDUCATION

*University of Massachusetts
Lowell – Coursework*

Austin Prep – Reading, MA

Bishop Fenwick – Danvers, MA

BANKING INDUSTRY

Accomplished, experienced Banking Industry professional with a wide variety of experiences with many departments and responsibilities.

- Clerk
- Customer Service
- Flexible
- Resourcefulness
- Safety
- Confidentiality
- Manager
- Dependability
- Good Communication Skills

REFERENCES

- Debra Esi (978) 749 3100
- Bob Roger (978) 749 3100

WORK EXPERIENCE

2018 – 2019

RELAY POWER

Sales Associate

- Developed prequalified residential sales leads
- Scheduled follow up sales calls
- Educated the public on the value and advantages of solar heat

2016 – 2017

RANDOLPH SAVINGS BANK

Clerk

- Delivered documents and products promptly and accurately to other branch locations
- Acclimate other branch locations with day's projects
- Prepared receipts for products delivered to customers
- Return receipts from the bank in Boston

1991 – 2015

FIRST EASTERN MORTGAGE

Various Titles

- Demonstrated Good Communication Skills
- Honesty in all aspects of duties
- Displayed Technical Competency
- Recognized for Work Ethic
- Flexibility in changing direction for many assignments
- Determination and Persistence
- Ability to Work in Harmony with Co-Workers
- Eager and Willing to Add to Their Knowledge Base and Skills
- Problem-Solving Skills
- Loyalty