
1986-1987

Depositors Trust Company

Lexington, MA

Financial Analyst

- Created and organized the accounting department
- Prepared monthly financial statements and produced yearly budgets
- Maintained accounts payable and general ledger
- Developed financial statement analysis report for new loan prospects, investment, and deposit portfolios
- Trained employees on computer software packages

Education

Bentley College

Waltham, MA

Master of Business Administration: Management Concentration 1990-1992

- Major studies: Quality Management, Operations Management, Organizational Change

Bachelor of Science Degree 1983-1986

- Major studies: Finance Concentration

References

References are available on request