

ABBY

SCOTT

1670 W. Galena Street Milwaukee, WI 53205

(414) 342-2617 abby2206@att.net

Objective: To find full-time employment in Business and Finance.

Leadership Experience:

- ❖ Acted as office manager.
- ❖ Supervised ten (10) employees.
- ❖ Managed Non-profit agency.
- ❖ Responsible for employee evaluations.

Professional Experience:

Legacy Redevelopment Corporation, Milwaukee WI 2017 to Present

Consultant- North Milwaukee State Bank, Milwaukee WI 2015 to 2017

Seaway Bank & Trust Milwaukee, WI 2011 to 2014

Legacy Bank Milwaukee WI 2005 to 2011

Board Experience: In the spirit and commitment to public service, I served on the following executive boards:

- ❖ ACT-Children's Data Program generating monthly financial reports.
- ❖ Junior Achievement-Auxiliary Role in organizational activities.

Skills and Abilities:

- ❖ Plan Smith
- ❖ IPS Sendoro

Financial Reporting Program
General Ledger Accounting
(Receivables/Payables)

- 10 Key Adding Machine
- 14 Key Adding Machine

- Accounting and Reconciliation
- Mortgage Processing

- Cash Balancing
- Loan Origination
- Payments
- Write-downs
- Processing Payments
- Credit Analysis on new loans
- Appraisals
- Write-offs

Business, Investment and Finance Education:

- ❖ Morse School of Investment University of South Carolina Columbia, South Carolina 2007
- ❖ American Institute of Banking Milwaukee, WI 1980
- ❖ UW-Oshkosh Oshkosh, WI
- ❖ Lakeland College Sheboygan, WI
- ❖ North Division High School Accounting 1976

Professional References:

1. Jane Tan (414) 732-7267
2. Victoria Hudson (414) 531-9322
3. Essie Mickens (414) 265-7953