

**KAREN E. FEENEY:** *“I will help you build a vision and understanding for your skills, products and services.”*

[karenefeeny@verizon.net](mailto:karenefeeny@verizon.net), (856) 261-0390, 145 CONGRESS AVENUE, OAKLYN, NJ 08107

**FOCUS:** Professional Development and Communications

**EXPERTISE:** Developing fun, effective initiatives: training, coaching and communication.

**FLEXIBILITY:** Will travel, work varied hours and find alternative solutions to satisfy client needs.

**EXPERIENCE:** Enjoyed 15 successful years boosting team and individual performance.

**Training/ Development:**

**Proven value to Customers as a resourceful trainer, writer, promoter and project/ team manager.**

- Identified, developed, measured and communicated individual, team or organizational strengths
- Created, managed and ensured successful Training Programs to service organizational needs
- Initiated quality controls and evaluations to increase development effectiveness and enthusiasm
- Designed, facilitated and implemented tools to support sustainable mentoring/ networking systems
- Selected to educate emerging leaders on conflict management, effective leadership & market trends
- Authored speeches, articles, brochures, guides and handouts to motivate and sustain successes
- Launched at-home business; currently provides professional resume/ career consulting services

**Project Management:**

**Led initiatives in financial, HR, educational, customer service/ sales environments.**

- Initiated blended learning tracking system; developed training tools for corporate university system
- Produced promotional campaigns and dynamic marketing materials: written, audio-visual, physical
- Supervised team-building, business development, community service and leadership events
- Satisfied client/ company communication needs and quality standards within expected deadlines
- Updated tracking process for regulatory reporting compliance with proprietary school
- Constructed dynamic presentations using Microsoft Applications (Word, Excel, Access, PowerPoint)
- Awarded “Malcolm Baldrige Pyramid of Quality Award” for achieving significant cost containment

**EMPLOYMENT:** Established track record achieving career/ business development goals.

**Training Specialist-Instructional Design Team:**

**Commerce Bancorp, Mt. Laurel, NJ, 2002 – present**

Managed 40+ new hires in the Management Development Associate (MDA) program while coordinating program restructuring. Created marketing vision and led project team for innovative internal development program, CA\$H (Career Advancement Starts Here); currently serve as CA\$H Program Manager for \$30 billion-asset retailer. Collaborated on Journey2Success used now by Training Managers to develop and coach teams. Strengthened training tracking process.

**Consultant/ Founder – Professional Development Services:**

**KAT Enterprises, [www.playwithyourresume.com](http://www.playwithyourresume.com), Oaklyn, NJ, 2002 - present**

Established successful at-home business to offer viable, cost-effective career/ business development services specializing in resumes. Recognized by clients as quick, efficient and customer-focused. Participated in volunteer/ outreach activities.

**Campus Director - Career Development:**

**The Chubb Institute, Cherry Hill, NJ, 1999 – 2002**

Recognized with President’s Award for sales/ service excellence and promoted from Facilitator to Director position after first year. Represented an average 350 students as a trainer/ promoter of career services.

Clinical Staffing Manager: Medical Placement Services:

ATC Healthcare Services, Inc., Philadelphia, PA, 1996 – 1999

Maintained profitable revenue generation for 2+ years with temporary, permanent and payrolling placements. Provided Human Resource Management of 100+ employees for employment agency in medical industry.

**Manager - Training/Office/ Customer Service:**

**National Car Rental, Philadelphia, PA, 1989 – 1995**

Hired as Rental Agent and fast-tracked supervisory career to oversee all-level hiring, budgeting and training of 100+ employee-base. Developed workshops and communications for sales, safety, quality and on-boarding.

**SELF-DEVELOPMENT: Worked full-time while attending college and serving as productive volunteer.**

**Board/ Auction Committee Member: Art-reach Inc., Philadelphia, PA 2003-present**

**BA, Communications, concentration in Public Relations: Temple University, Philadelphia, PA, 1994**