COMMON CORE 7 – LLC

RESUME: Donald G. Kenzy

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PROFESSIONAL OBJECTIVE: To provide the best personal service possible in assisting qualified applicants through the necessary procedures and protocols, in obtaining the applicants expected outcome.

QUALIFICATIONS SUMMARY: A life time of education obtained in a variety of businesses all related to the "Financial Services" Industry with the exception of 2 years as an owner/manager of an Employment Agency and 2 years of military service in the US Army. The Employment Agency ownership and military service greatly enhanced my education in ways not experienced in the Financial Services arena. All of the work in the Financial Service related Industries required licensing and oversight by the State of California and continuing education, as did the operation of the Employment Agency. I have learned proficiency in the following areas: <u>Recruiting, Training, Coaching, Customer Service, Customer Satisfaction, interviewing, Information Gathering, Negotiation, Planning, Business Development, Sales, Organization Management, Personnel & Agent Management, Sales Management, Leadership, Leadership Development, Small Business Start-up, Team Building & Leadership, Marketing, Purchasing, Entrepreneurship.</u>

WORK HISTORY: 2009 to PRESENT – Internet Catalogue Club

1980 to PRESENT – <u>Entrepreneurship</u> – Business Owner, Independent Contractor as shown below.

1995 to 2004: Insurance & Securities Licensed. Sold insurance and securities to clients in need of products related to the industry as an Independent Contractor.

1985 to 1995: Real Estate Broker/Owned and Managed a major franchise that had 23 agents under Independent Contractor agreements. These duties required knowledge and expertise of all aspects relating to the Real Estate business including: In-house Mortgage lending and property management; real estate law; interviewing, training, supervision and motivation of those agents; State and Federal laws relating to agent's Independent Contractors status; tax and withholding requirements; employment laws; writing and maintaining Policy and Procedure manuals; advertising; and general overall office management.

1980 to 1985: Licensed Real Estate Agent responsible for listing and selling real estate in the residential market.

1975 to 1980: Westdale Savings & Loan Association: Regional Vice President-Branch Operations. Responsible for all staffing requirements, physical needs and general overall daily operations for each branch office location.

1971 to 1975: Western Federal Savings & Loan association: Vice President-Branch Facilities Management. Responsible for all new branch site locations and negotiation of purchase and/or leases thereof; contract negotiations for construction of new branches and remodeling of existing branch facilities; purchasing authority for large ticket items relative to branch installation and operations; responsible for all maintenance and repair, to include janitorial service contracts; plus other areas of unspecified expertise.

1969 to 1971: Owned and managed a full service employment agency. Hired and supervised commissioned (Independent Contractor) agents; recruited employers for placement of qualified employees; worked with major employers throughout greater Los Angeles area one of which was American Honda who was just establishing a presence in the USA. My agency was instrumental in establishing outlets and employees for Honda's entrance into the Auto, Motorcycle, and Small Equipment product market.

1964 to 1969: Huntington Park Savings & Loan Association. Vice President responsible as manager of the main office savings portion; overseer of purchasing for the main office and branches of the commonly used items; interviewing, hiring and training personnel for the main office savings functions. All branch managers were directly responsible to me for each braches daily activities. Responsible for business development. Active in local Lions Club and it's function, Club President 1967-68.

1963 to 1964: First Western Bank-Operations Officer at Bellflower, Ca branch.

1961 to 1963: US Army – Company Clerk for Headquarters Company, Oakland Army Terminal, Oakland, California. I was assigned to this duty station directly from basic training as a privateclerk trainee. I was subsequently promoted to E-4 in a short period of time through time in service waivers and recommendations by the Commanding Officer. It was my responsibility for all activities of the office, which included paperwork preparation for promotions, demotions, court-martials and all correspondence, duty roster preparation, appointment setting for the Commanding Officer, plus any other activities of the Command.

Was honored as "Soldier of the Month" and separated with letters of testimony for my professionalism, honesty and integrity.

1957 to 1961: First Western Bank at 103rd St. & Compton Ave., Los Angeles, California. Started as a trainee and quickly became operations officer, after proficiently training as a proof operator, bookkeeper, and teller. I was able to achieve promotions quickly due to my ability to learn quickly and adapt my skills to the situation. As operations office I was responsible for

staffing, daily branch banking operations, ordering cash to insure we had an adequate amount on hand to meet client needs with overall efficiency and customer/client relations.

1955 to 1957: State of South Dakota-Department of Highways Survey Department. I functioned as a Rodman and recorded calculations for plotting future highways and the improvement of existing highways primarily in and around Mt. Rushmore National Monument and Park.

1955: Graduated High School as Salutatorian of my class at Philip High School, Philip, South Dakota. I was raised on a cattle ranch/farm and learned early in life what hard work was all about.

PUBLIC RELATIONS: Active, life-long church member, serving in various volunteer capacities and offices. Previously active in service and civic groups, fostering relations between organizations and company activities in the community served. Also, performed a wide range of public and human relations relative to cliental served.

PERSONAL DATA: Health: Very Good Marital Status: Married 57 years 1 adopted daughter who was born with Cerebral Palsy and remains, to date as a member of our family.

COMMON CORE 7 – LLC: Is comprised of seven members whose skills and experience surpass mine in many areas. All are service oriented and highly conscientious. Enlisting CC7 as your "Independent Contractor" to assist you in the processing of your application(s) would likely prove to be to your benefit.