

Matthew Calcagno

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Skills

- Dependable and efficient work habits that enable a strong ability to adapt to change
- Ability to assimilate new tasks and processes quickly in a team environment or individually
- Effective analytical, critical problem solving, customer service, and communication skills
- Proficient with Microsoft Excel, Word, PowerPoint, Palisade @Risk 5.7, and Internet

Education

Illinois State University – Katie School of Insurance and Financial Services

May 2012

Bachelor of Science in Insurance
Bachelor of Science in Finance
Cumulative GPA 3.59 /4.0

Activities & Awards

- **Katie School Student Leadership Program** **2011 – Present**
 - Risk consulting project and presentation for a non-profit organization
 - Sales negotiation and resolution Workshop facilitated by Chubb Group
 - Business Intelligence Workshop assisted by IBM Corporation
 - Transitioning from student leader to industry employee
- **Toastmasters International** **2011 – Present**
- **Gamma Iota Sigma – Professional Insurance Business Fraternity** **2010 – Present**
 - Attended the 2011 Annual REBEX Conference
 - Attended the 2011 Annual CPCU Expo
 - Attended Mid-Illinois RIMS Chapter presentations
 - Attended Risk Manager in Residence presentations
 - Attended company visits to Chartis and Arthur J. Gallagher
 - Attended Captives insurance presentation facilitated by Zurich North America
- **Beta Gamma Sigma International Business Honor Society** **2011 – Present**
 - Top 10% of Business Majors at Illinois State University
- **Alpha Lambda Delta National Honor Society** **2008 – Present**
 - Students with 3.5 GPA and higher
- **Illinois State University Dean's List** **2009 – 2010**
 - Fall 2009 & Fall 2010

Work Experience

Wirtz Beverage Group – Seasonal Warehouse Laborer – Elk Grove Village, IL

June 2008–Present

- Financed 50% of college tuition and expenses
- Spent time as the leader of a line in charge of 3-5 workers to keep on pace
- Worked along team members while overcoming language barriers
- Worked as a team everyday 40-50 hrs/wk.

Office Max – Sales Associate – Schaumburg, IL

Dec 2007–May 2008

- Applied multistep process to correspond product to customers' needs 30-40 hrs/wk.
- In charge of ordering out-of-stock products electronically
- Gained valuable sales and customer service skills

Volunteer Experience

- Clean Up the Quad – Gamma Iota Sigma **Oct 2011**
- Illinois State University Business Week's Corporate Social Responsibility **March 2011**
 - Cleaned up Constitution Trail
- Baby Fold Organization – Festival of Trees **Dec 2010**
 - Head of Design Committee
- Canned goods for homeless shelter in local community **2010 and 2011**
- Illinois State University Relay for Life **2009 and 2010**
 - Raised over \$1,500 for the American Cancer Society