



Eileen Donoghue
City Manager

February 28, 2020

Mayor John J. Leahy
and
Members of the City Council

RE: Appointment; Lowell Commission on Disability

Dear Mayor Leahy and Members of the City Council:

Pursuant to the authority vested in me as City Manager under Chapter 75 of the Acts of 1983, Mass. G.L. Ch. 40 §8J and Code of the City of Lowell Chapter 9, Article IX, §9-28, I am appointing David Feehan of 576 Lawrence Street, Apt. 5, Lowell, MA 01852 to the Lowell Commission on Disability which term shall expire March 3, 2023, or such time thereafter until a successor is appointed and qualified.

Under the above-referenced ordinance, confirmation by the City Council is required and is hereby requested.

I have included his resumé for your review. I would be happy to answer any inquiry you may have concerning this appointment.

Very truly yours,

Eileen M. Donoghue
City Manager

EMD:boards

Encl.

cc: City Clerk
Lowell Disability Com.
MIS

Law Dept.
City Auditor
Human Relations

David Feehan
576 Lawrence St Apt. 5 Lowell MA, 01852



OBJECTIVE

To Be A Member of the Lowell Commission On Disability

SUMMARY Exceptional clerical, typing, telephone, communication, interpersonal and organizational skills. Proficient in word processing, PowerPoint, Excel, and recordkeeping logs. Excellent problem solving and analytical skills. Self-motivated, multi-tasking individual, with a positive attitude and a passion for helping others.

EDUCATION/TRAINING

Middlesex Community College Associates Degree Business Administration, Lowell, MA 6/2012

University of Massachusetts Lowell, MA – Bachelor's Degree Business Administration 6/2016

AWARDS

Middlesex Community College **Phi Theta Kappa Honor Society**
Dean's list at UMass Lowell

EXPERIENCE

Part Time Student Accounts Representative: Middlesex Community College, Lowell, MA May 2017
(left position due to health issue)

- Answer phones
- Process student payments in computer system and interacting with students in a professional friendly manner
- Handling and counting cash, checks, and credit card payment slips
- Totaling up amount of transactions at the end of the work day

High School Team Statistician: Lowell High School, Baseball Team, Lowell, MA 04/06-06/09

- Gathered individual and team statistics for each season
- Tracked player participation on a game-to-game level
- Extracted results of statistical analyses
- Analyzed and interpreted statistical data
- Sorted data for processing by organizing information into Excel spreadsheets and into folders and notebooks
- Collaborated with coaches and others to ensure accuracy of data
- Utilized copy machines and scanners

Volunteering

Lowell Association for the Blind

Radio Reading Service volunteer May 2016-September 2016, July 2018-present