

CONNECT

CAREER ADVICE
& ENTERPRISE BANK JOB
OPPORTUNITIES

Member FDIC



APRIL 2023

Enterprise Bank's Diversity, Equity, and Inclusion Value Statement: At Enterprise Bank, people and relationships come first. We encourage and foster a culture of diversity, equity, and inclusion, where everyone feels valued and respected. We are committed to a caring workplace that recognizes the importance of making a meaningful, positive difference in the lives of our team members, customers, and communities.

Please [click here](#) to view our Inclusion website for more information. To learn about Enterprise Bank's history and Core Values [click here](#).

JOB HIGHLIGHTS FOR APRIL 2023

Relationship Banker
– Westford, MA

Senior Client Advisor and Sales
Manager – Lowell, MA

Wealth Client Services Administrator
– Lowell, MA

Cash Management Operations
Representative – Lowell, MA

Relationship Banker
– Chelmsford, MA

Commercial Lending Assistant I
– Lowell, MA

Loan Processing Representative II
– Lowell, MA

Senior Project Manager
– Lowell, MA

Commercial Lending Assistant I
– Lowell, MA

Senior Financial Advisor
– Lowell, MA

Administrative Assistant (Sales and
Marketing) – Lowell, MA

Mortgage Loan Originator
– Lowell, MA

Relationship Banker

Information Security Analyst

– Acton, MA

Seasonal Customer Service
Representative (Summer 2023)
– NH & MA

Part-Time Relationship Banker
– North Billerica, MA

– Lowell, MA

Risk Management Manager
– Lowell, MA

For more information or to apply,
please [click here](#).

Enterprise Bank's Employee Resource Groups



Employee resource groups (ERGs), also called affinity groups, are employee groups that come together either voluntarily, based on a common interest or background, or at the request of a company. Examples of common ERGs are those formed around race, ethnicity, gender, disability, sexual orientation, parental status, national origin, religion or belief, or generation. At Enterprise Bank, we have four ERGs that work hard to provide support and programming throughout the year.

Multicultural Alliance

The primary mission of Enterprise Bank's Multicultural Alliance is to promote and celebrate diversity to create an environment that is welcoming, nurturing and inclusive. The Multicultural Alliance will provide information, resources and events to encourage and foster intercultural dialogue, awareness and respect.

Pride C.O.R.P.S

Mission: Building and growing our Pride community by empowering members and educating allies through respect and empathy.

We strive to spread the message of welcoming difference in our Enterprise team members and the community around us. We passionately embrace equality and value our neighbors so that through education, we continue to support our cause. We constantly seek to attract members and allies, unified to build a better community for all.

Veterans Resource Group

Enterprise Bank's Veterans Resource Group (VRG) seeks to show appreciation for our veterans through the sharing of resources, providing awareness opportunities, building connections, and supporting group volunteer efforts.

Working Parents Resource Group

The Enterprise Bank Working Parents Resource Group is designed to be a resource where parents and caregivers at all stages of life can connect on topics relating to finding a healthy work/life balance and offers support through team member discussions, information sessions, and group activities.

When searching for a job, it's recommended that you find an organization that embraces a culture of inclusion and belonging, and one that will support you in all your life stages. When searching for an organization, what do you look for?

How to format your resume the right way, according to experts



“You know the six-second rule, right?” asks Stacie Haller, chief career advisor at Resume Builder. “You have six seconds” to impress a hiring recruiter considering you for a position.

That’s why it’s critical to get your resume right when applying for jobs. Mirroring the job description language and using big numbers help. But getting the format right will certainly make it easier for hiring managers to decipher information quickly.

“The standard template is three sections,” according to Gorick Ng, Harvard career adviser.

“First, at the very top, is your education. That takes up about 20% of the page,” he tells CNBC Make It. “The second section, which takes up about 70% of the page, is your professional experience. The last 10% is your skills, languages, and interests.”

Recent grads; Your education needs to go on top

Your resume is meant to highlight your most recent, relevant experience to the job first. If you're a recent graduate, that means your education and degree.

"Early in your career, when you get out of school, your education needs to go on top," says Haller. "That flags you as entry level."

Once you get some professional experience under your belt, even within a year of your first position, you can move that education section below your experience and above your skills.

If you included your GPA, this would also be the time to remove it.

'Show your resume to three of your closest friends'

For those who like to include a summary, put it below your contact information and above your experience.

If you're not sure whether you need it, Gorick Ng, Harvard career adviser, suggests trying an exercise: "Show your resume to three of your closest friends and ask them, 'If this resume were thrown on your desk, what would you trust this person to do? And how competent do you think this person is?'"

If they tell you they would consider you as a good, competent fit for the role, you can forgo the summary. But if they're not sure based on your resume content, include a summary or cover page at the top explaining why you're the right candidate.

"If people don't see anything else, you want them to remember this about you," Gorick Ng says. "That's what the summary is all about."

Source: [CNBC.com](https://www.cnbc.com)

CONNECT with Enterprise Bank

Whether you are looking for a new career opportunity, wanting to gain some banking professional knowledge, or wanting to learn more insights about the types of job openings we have here at Enterprise Bank, you've come to the right place! Everyone is invited to learn more about human resources related news, events, tips, and information via our archive of past EB Connect e-news editions. [Click here](#) to view previous editions.

Our EB Connect e-newsletters are focused on career development opportunities throughout the Massachusetts and Southern New Hampshire communities we serve. Click below to subscribe and join our HR Connect email list for future updates.

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Enterprise Bank | 222 Merrimack Street, Lowell, MA 01852

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