



SKILLS

Risk Assessment



Credit Analysis



Data Analysis



Underwriting Guidelines



Customer Service



Attention to Detail



INTERESTS

★ Surfing

🥋 Martial Arts

🏠 Community Service

📝 Blogging

STRENGTHS

🤝 Empathy

⌚ Patience

💪 Perseverance

📅 Planning

LANGUAGES



English



Swahili



German

ACHIEVEMENTS

★ Achieved a 95% accuracy rate in risk assessment and policy issuance over a 12-month period.

★ Implemented a new underwriting software that improved data analysis and reporting capabilities.

MIA TAYLOR

Auto Underwriter

✉ support@qwikresume.com 📞 (123) 456 7899 📍 Los Angeles

🌐 www.qwikresume.com

PROFESSIONAL SUMMARY

Energetic and enthusiastic Auto Underwriter professional motivated to succeed in a fast-paced and deadline-driven professional environment, Perform customer service activities such as responding to emails and handling routine telephone inquiries from agents, underwriters, other departments, and other parties, Assisting underwriters with information gathering and written correspondence.

WORK EXPERIENCE

Auto Underwriter

📅 Jan / 2021-Ongoing

Quantum Solutions LLC

📍 Phoenix, AZ

1. Conducted training sessions for agents and staff members.
2. Reviewed existing business utilizing R.A.S. database to determine insurability, loss and profit.
3. Responsible for growing all auto lines of business through proper analyzing and evaluating the degree of risk while following all contracts and insurance laws.
4. Resolved all problems and gather all relevant information to communicate with appropriate personal to obtain results as necessary.
5. Built personal skill set by participating in in-house or outside insurance industry related courses along with staying current with relevant product(s).
6. Evaluated, accepted, modified, rejected or cancelled personal lines risks in accordance with the underwriting guidelines.
7. Evaluated third party documentation to determine the level of risk to which the Company will be exposed.

Auto Underwriter

📅 Jan / 2018-Jan / 2021

Lakeside Apparel Co

📍 Chicago, IL

1. Work with internal marketing representatives to renew a book of in-force business with an appropriate retention ratio.
2. Apply State Farm policies and procedures to unique situations.
3. Use problem-solving and decision-making skills to process work and help customers.
4. Prepare and file all State compliance endorsements for Auto policyholders.
5. Answer agent's questions via email and by phone regarding policies and compliance rules.

EDUCATION

Bachelor of Business Administration

📅 Sep / 2015 - May / 2019

City College

📍 Boston

Focused on business management, marketing, and financial analysis.