



MIA TAYLOR



Personal Lines Insurance Manager

✉ support@qwikresume.com ☎ (123) 456 7899 📍 Los Angeles 🌐 www.qwikresume.com



PROFESSIONAL SUMMARY

Enthusiastic Personal Lines Insurance Manager with 2 years of experience in optimizing client interactions and tailoring insurance solutions. Skilled in navigating policy regulations and ensuring compliance, I excel at enhancing customer satisfaction and retention. Eager to leverage my expertise in policy management and client relationships to contribute to a dynamic team and drive organizational success.

WORK EXPERIENCE




Personal Lines Insurance Manager  Feb / 2024-Ongoing  Santa Monica, CA
Seaside Innovations

- 1. Managed personal lines policies, ensuring compliance with state and federal regulations.
- 2. Addressed customer inquiries and resolved issues efficiently, enhancing client satisfaction.
- 3. Maintained up-to-date knowledge of insurance laws and licensing requirements.
- 4. Built strong relationships with clients, fostering trust and loyalty.
- 5. Explained complex insurance products clearly to clients, facilitating informed decisions.
- 6. Provided exceptional customer service, leveraging in-depth knowledge of market trends.
- 7. Demonstrated excellent verbal and written communication skills while managing multiple priorities.

Asst. Personal Lines Account Manager  Feb / 2023-Feb / 2024  Chicago, IL
Lakeside Apparel Co

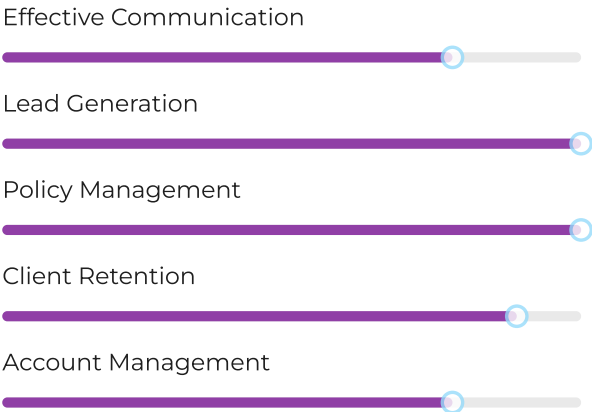
- 1. Oversaw account management for a premium book of business, ensuring high retention rates.
- 2. Conducted thorough research to update client information and secure competitive quotes.
- 3. Delivered compelling renewal presentations that contributed to a 30% increase in account renewals.
- 4. Maintained continuous communication with underwriters to manage claims and endorsements.

EDUCATION


Bachelor of Science in Business Administration  Feb / 2022  Feb / 2023  Denver, CO
University of Michigan

Focused on insurance management and customer relations.





SKILLS



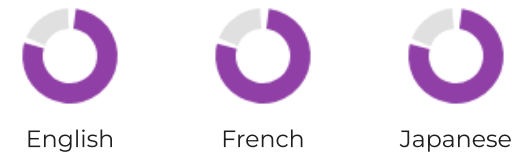
INTERESTS

-  Art
-  Volunteering
-  Hiking
-  Yoga



STRENGTHS

-  Criticality
-  Detail-oriented
-  Diplomacy
-  Enthusiasm

LANGUAGES



ACHIEVEMENTS

-  Increased client retention by 20% through proactive account management.
-  Streamlined policy review processes, reducing turnaround time by 15%.