



HARPER LEWIS

Total Loss Adjuster Advisor

✉ support@qwikresume.com

☎ (123) 456 7899

📍 Los Angeles

🌐 www.qwikresume.com

SKILLS

Quality Assurance



Training And Mentoring



Insurance Regulations Knowledge



Fraud Investigation Techniques



Client Relationship Management



Analytical Thinking



INTERESTS

📖 Birdwatching 🧳 Traveling

🏆 Sports Coaching 🧶 Knitting

STRENGTHS

🔗 Pragmatism

🍃 Sensitivity

💖 Sincerity

⚓ Stability

LANGUAGES



English



Dutch



French

ACHIEVEMENTS

🌟 Successfully reduced claim processing time by 30% through streamlined documentation practices.

🌟 Achieved a 95% customer satisfaction rating by enhancing communication and support throughout the claims process.

PROFESSIONAL SUMMARY

Seasoned Total Loss Adjuster Advisor with 5 years of experience in managing high-value claims and ensuring compliance with industry standards. Expert in negotiation, claim evaluation, and fostering customer satisfaction through effective communication. Committed to optimizing claims processes for timely resolutions and operational efficiency.

WORK EXPERIENCE

Total Loss Adjuster Advisor

📅 Jun / 2021-Ongoing

WidgetWorks Inc.

📍 Denver, CO

1. Evaluated total loss claims to ensure appropriate coverage and compliance with regulations.
2. Maintained regular contact with clients every 3 days to enhance customer satisfaction and expedite claims closure.
3. Negotiated fair total loss offers with vehicle owners, maximizing stakeholder satisfaction.
4. Evaluate and assess total loss claims for accuracy and compliance with policy terms.
5. Generated and sent all necessary documentation to clients in accordance with state laws.
6. Processed reimbursement checks for total loss clients efficiently.
7. Verified identity of total loss recipients to ensure compliance and prevent fraud.

Total Loss Adjuster

📅 Jun / 2020-Jun / 2021

Crescent Moon Design

📍 Portland, OR

1. Negotiated claimant payouts, achieving an average savings of 7% per claim.
2. Coordinated title transfers from banks and lien holders, resulting in a 6% reduction in fees.
3. Investigated potential fraud claims with law enforcement to mitigate payout risks.
4. Adjusted and settled total loss auto claims for both insured and claimants in NC and SC.
5. Managed the disposal of salvage vehicles in collaboration with salvage yards.
6. Appraised automobile damage and completed repair estimates using industry-standard tools.

EDUCATION

Bachelor of Science in Business Administration

📅 Jun / 2019 Jun / 2020

University of South Carolina

📍 Santa Monica, CA

Focused on risk management and insurance principles.