5th Floor Regan Tower Delaware 999-999-9999 sammcdonadl@xyz.com

- **Objective:** Seeking for the best job opportunity as insurance assistant agent where I prove my talent and ability for growth of company.
- **Key Skills:** Ability to deal with people and maintaining proper interaction.
 - Good multitasking capacity and resume on work even after any interruption.
 - Good knowledge of all typed of insurance policies.
 - Great communication skills with ability of good demonstration and explanation.
 - Capability of management and organizing all aspects related with insurance policy.

Experience:

2011 to Present	 Good Life Insurance Pvt Ltd Delaware Junior Insurance Agent Meet clients and customers at inside and outside of office also to maintain good relationship. Explained features, advantages and rules to clients and customers to increase the sale of policies. Organized events and seminars in many social activities for popularity of company and policies. Analyzed daily payroll reports and forms and made the required 	
	 Analyzed daily payroin reports and forms and made the required changes and submitted to seniors. Used new strategies and ideas to develop more customer interaction and worked on implementation of them. Coordinated and managed many projects, assignments and events for popularity. Trained and encouraged the juniors to complete the work within time schedule and according to certain procedure. 	
Education:	central University of Delaware Bachelor of Science in Finance	Delaware 2012

References: Available upon request