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Objective: Seeking for best job opportunity where i can prove my knowledge and it will be beneficial for company also.

Key Skills:

- Good knowledge of management of general insurance claims.
- Proper interpersonal communication with planning skills.
- Strong ability of focusing on best customer service.
- Great ability of claim handling and investigation.
- Great computer skills with MS Office and many other insurance related software tools.

Experience: Good Life Insurance Pvt Ltd Fremont
Junior Insurance Agent 2011 to Present

- Ensured proper claims to customers according to policy limits and terms.
- Handled proper claim settlement and approved payment services.
- Reviewed and checked properly claim files to avoid any major mistake.
- Managed all aspects of all type of claims such as home claim, car claim, property claim etc.
- Handled computerized claim approval system and trained many new candidates.
- Monitored claims recovery matters and handled cases of claim settlements.
- Maintained quality of claims and solved many claim related complaints.

Education: RMIT University Fremont
Bachelor of Science in Finance 2012

References: Available upon request