

## **MARIE CLARK**

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Delaware  
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**Objective:** Seeking for a position of auto insurance in good reputed company where i can explore my skills and talent.

### **Key Skills**

Good communication skill with fluency in English.  
Brief knowledge of all aspects of insurance policies and terms and conditions.  
Good organization and management skill which helps to develop a proper interaction with customer.  
Ability of giving best performance while working in team or individually.  
Experience of more than five years.

### **Experience**

*Happy-Life Insurance Pvt Ltd* *Delaware*  
**Junior Customer Service Representative** 2011 to Present

- Worked as domestic and international customer service representative since last five years.
- Worked as team leader and experienced interaction with peoples from many countries.
- Communicated directly with customer to promote the insurance policies and explained the all terms and rules.
- Interacted with existing customers also get their feedback and complains according to service from insurance company.
- Prepare the daily, weekly and monthly report according to daily job and helped seniors to complete their tasks and projects.

### **Education**

*State University of Delaware* *Delaware*  
**Bachelor of Science in Finance** 2012

**References:** Available upon request