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# INSURANCE ADVISOR RESUME

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## Career Objective:

Insurance Advisor seeking opportunity to put training and experience to work for growing organization.

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## Summary of Qualifications:

- Significant experience in selling insurance products
  - Strong knowledge of insurance related issues and various insurance policies
  - Ability to suggest suitable product as per needs and budget of clients
  - Ability to build and maintain a long-term relationship with the client
  - Strong report-writing skills
  - Excellent explanation skills
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## Work Experience:

Insurance Advisor, August 2005 – Present  
Alamo Capital, Bedford, MA

- Communicated with clients and explained characteristics and qualities of insurance policies.
- Suggested amount and type of coverage depending on analysis of prospect's circumstances and used persuasive sales techniques.
- Contacted policyholders to explain policy and recommended and made changes in insurance program and beneficiaries.
- Assessed the needs of clients, developed solutions to complex risk situations and offered clients appropriate risk management products.

Insurance Advisor, May 2000 – July 2005  
NL Financial Services, Bedford, MA

- Followed-up with potential clients who made an inquiry for services.
  - Collaborated with the potential clients on various plans from top-rated carriers, found the best solutions.
  - Performed interviews of clients and collected information pertaining to their unique health insurance situations, needs and objectives.
  - Oversaw the renewal process for existing clients.
  - Assisted in meeting team and company goals.
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## Education:

Bachelor's Degree in Finance, Evergreen Valley College, San Jose, CA

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