
Litigation Specialist Resume

Job Objective

To obtain a position as Litigation Specialist in which my skills can help to increase the number of clients and sales for the company.

Highlights of Qualifications:

- Huge experience in managing mortgage banking for all customers
 - Deep knowledge of New Labor Law and municipal law
 - Operational knowledge of Microsoft applications
 - Immense ability to perform audit and analyze work
 - Exceptional ability to analyze all problems and provide solutions
 - Ability to read legal terms and conditions
 - Skilled to perform investigation and analyze work coverage
-

Professional Experience:

Litigation Specialist
Sedgwick CMS, Chicago, IL
May 2006 – Present

- Monitored all inquiries, evaluated forms and ensured timely resolution for same.
- Analyzed cases and identified cases for redemptions.
- Coordinated with local counsel, analyzed performance and performed legal investigation if required.
- Developed defense strategies and identified issues if required.
- Managed all administrative expenses and approved it after evaluating same.
- Participated in various mediations and hearings when required.

Litigation Specialist
Harleysville Group Inc., Chicago, IL
March 2003 – April 2006

- Performed contractual analysis and evaluated all medical information based on claims.
 - Participated in legal proceedings and ensured regular attendance.
 - Prepared cases and performed additional cases when required.
 - Assisted in performing research on legal issues and provided defense counsel.
 - Evaluated all activities of defense counsel and directed as required.
-

Education:

Bachelor's Degree in Business Administration
Southwest Minnesota State University, Marshall, MN

[Build your Resume Now](#)