
Risk Management Specialist Resume

Job Objective

After years of experience, seeking work as a Risk Management Specialist with in a qualified and stable company.

Highlights of Qualifications:

- Hands-on experience in the areas of anti-money laundering and OFAC
 - Extensive knowledge of IT auditing practices and regulatory requirements
 - Ability to analyze safety signals and issues
 - Ability to learn and apply new drug safety and risk management regulations
 - Ability to accept responsibility and be pro-active within defined limits
 - Ability to get things done via collaborative efforts
 - Ability to communicate effectively at all levels of business
 - Excellent partnership, leadership and facilitative skills
-

Professional Experience:

Risk Management Specialist
Mark/Ryan Associates, Ltd., Orlando, FL
May 2006 – Present

- Attained incident reports from company field locations.
- Enforced adherence with corporate loss management guidelines.
- Submitted new losses directly to insurance carrier/TPA via 800# and internet systems.
- Presented status on selected claims to management.
- Forwarded monthly claims reports to management.

Risk Management Specialist
Northbrook Office, Orlando, FL
March 2003 – April 2006

- Maintained a detailed log of all cases and followed the progress in Excel spreadsheets.
 - Checked claims and payment status.
 - Gave status upgrades to management and participated in the plan of action for claim resolution.
 - Held safety and workers' compensation education and training.
-

Education:

Bachelor's Degree in Business Administration
Hamilton College, Clinton, NY

[Build your Resume Now](#)