
Underwriter Trainee Resume

Job Objective

Underwriter Trainee seeking position with well-established company in which to enhance my career and bring value to company.

Highlights of Qualifications:

- Huge experience in insurance, healthcare professional liability underwriting
 - Profound knowledge of processing methods and workflow procedures.
 - Exceptional ability to read and interpret contracts and procedure manuals
 - Strong ability to write reports and defend conclusions
 - Proficient with databases, word processing and spreadsheets
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Professional Experience:

Underwriter Trainee
Zurich Financial Services Group, Houston, TX
January 2009 – Present

- Analyzed and determined submissions to assess risk.
- Evaluated loss control reports.
- Rejected submission if needed and provided quotation for policy.
- Checked assigned accounts and developed routine reports.
- Obtained and analyzed underwriting data and presentation.
- Provided excellent service to customers.

Underwriter Trainee
Allied World, Houston, TX
March 2004 – December 2008

- Determined the risks under sponsorship of department's plan and business objectives.
 - Reviewed exposures and losses.
 - Prepared appropriate proposal and delivered desired results.
 - Accepted, rejected and modified new business proposals.
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Education:

Bachelor's Degree in Business – Finance
Jacksonville College, Jacksonville, TX

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