

# Bilingual Spanish Hire: 5614

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Licensed Insurance Producer

## EXPERIENCE

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### State Farm Insurance

November 2022 - Present

Licensed Insurance Representative

- Over 3 years of experience in the insurance industry, specializing in Life, Supplemental Health, Auto, and Home insurance policies.
- Provided accurate and personalized insurance quotes to meet individual client needs.
- Conducted needs assessments to recommend appropriate coverage solutions.
- Built and maintained strong relationships with prospective and existing clients.
- Performed regular follow-ups to ensure client satisfaction and policy updates.
- Engaged with potential clients through various channels to generate new business opportunities.
- Delivered tailored insurance plans aligned with client goals and financial situations.

### Beauty Salon and Spa

May 2022 - Present

Front Desk Receptionist

- Greeted and welcomed guests in a friendly and professional manner, creating a positive first impression.
- Managed incoming and outgoing phone calls and emails, ensuring prompt and courteous communication.
- Scheduled and confirmed client appointments, optimizing the salon's booking calendar.
- Maintained a clean, organized, and inviting front desk and lobby area to enhance the guest experience.
- Assisted with day-to-day administrative tasks to support smooth salon operations.

### Grocery

October 2021 - May 2022

Associate

- Ensured customer satisfaction by assisting with orders, refunds, and exchanges in a timely and efficient manner.
- Delivered exceptional service by going the extra mile to engage with customers and address their concerns.
- Provided accurate information about company policies, procedures, and product offerings.
- Advised customers on solutions for product issues and offered suitable alternatives when necessary.
- Handled policy changes, updates, and renewals while maintaining a high level of professionalism.
- Contributed to a positive shopping experience by maintaining a helpful and approachable attitude.

### Independent

January 2021 - November 2021

Personal Assistant

- Answered phone calls and responded to emails on behalf of a physical therapist, ensuring timely and professional communication.
- Scheduled and managed appointments, maintaining an organized and efficient calendar.
- Assisted with day-to-day administrative tasks to support smooth operations of the practice.
- Maintained confidentiality and professionalism when handling sensitive client information.

## EDUCATION

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### Public College

Associate Degree

## CERTIFICATIONS

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Licensed P&C, Life & Health in: FL 2-15, 2-20

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Reported: 30–40 policies/mo, \$40–50k premium/mo

Experience: State Farm 2.9 years (one agent)

Licensed P&C, Life & Health in: FL 2-15, 2-20

Will work REMOTE in EST only

Desires a Sales role with a State Farm agency @ \$42–45k base, with \$65k+ earning potential

125+ outbound dials/day, 15+ inbound calls/day, pivot & cross selling, bundling, referral sales, lead generation, lead list creation, win-backs, networking, & customer service.