

# Direct Hire Candidate: 5921

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Licensed Insurance Producer

## EXPERIENCE

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### Allstate Insurance

2008 - Present

#### Licensed Insurance Sales Representative

- Licensed in Illinois and Wisconsin for all insurance lines, with Binding Authority for Life & Health Insurance obtained in 2016.
- Process client payments and daily bank deposits while maintaining accurate financial records.
- Manage office operations, including cleaning, inventory tracking, supply ordering, and administrative support.
- Coordinate mailings and documentation for new business policies.
- Review insurance policies with clients, explaining coverage details and assisting with policy updates or changes.
- Conduct sales outreach and client follow-ups to support new business development.
- Meet in person with existing and prospective clients locally when they are unable to visit the office.
- Handle general administrative tasks, errands, and mail distribution to support daily office workflow.

### Retail

2007 - 2010

#### Manager

- Began as a Sales Associate, responsible for floor sales, cashiering, stocking merchandise, and maintaining store cleanliness.
- Delivered customer service and product assistance to support sales and improve the in-store shopping experience.
- Promoted to Third Key Holder, taking on additional leadership and operational responsibilities.
- Handled daily bank deposits and cash management, ensuring accurate financial records.
- Assisted with employee scheduling and shift coordination.
- Responsible for opening and closing the store, including security procedures and end-of-day reconciliation.
- Managed ordering and input of supplies and inventory, maintaining adequate stock levels.
- Continued supporting floor sales, merchandising, and cashiering while supervising store operations when management was unavailable.

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*\*\*\* Please note: Employment dates are approximate*

## CERTIFICATIONS

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**Licensed: P&C, Life & Health – IL, WI**

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Licensed Insurance Producer

Reported: 15–20 items/month, \$15–20k premium/month

Experience: Allstate – 16 years (one agent)

Licensed: P&C, Life & Health – IL, WI

Will work REMOTE in any time zone

Desires a Sales role with an Allstate agency @ \$45k base, with \$65–70k earning potential

100 outbound dials/day, 15–20 inbound calls with win-back leads, lead manager activity, & servicing current customers.

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