

Direct Hire Candidate: 5973 ***3-5 LIFE APP/MO***

Licensed Insurance Producer

EXPERIENCE

Local State Farm Agency (Operated by Independently Contracted Agent)

October 2022 - Present

Agent Team Member

- Sold a wide range of insurance products to both businesses and individual clients, consistently identifying coverage needs and recommending appropriate policies
- Responded to policyholder inquiries, providing clear and accurate explanations of coverage details and policy terms
- Educated clients on policy features, outlining advantages and disadvantages to support informed decision-making
- Issued premium payment reminders and proactively notified customers of rate changes to maintain account transparency
- Managed premium fund accounts, ensuring accurate tracking and reconciliation of payments
- Processed insurance payments efficiently while maintaining compliance with company procedures
- Prepared and uploaded policy documents, including certificates of insurance for commercial clients
- Generated new business by selling auto, homeowners, renters, commercial, flood, life, and health insurance policies, while also upgrading coverage for existing clients
- Assisted clients in filing claims related to auto accidents and natural disasters, ensuring timely submission of required documentation
- Monitored insurance claims throughout the lifecycle to ensure fair and equitable settlements for both clients and insurers

Local State Farm Agency (Operated by Independently Contracted Agent)

February 2013 - September 2016

Agent Team Member

- Sold a variety of insurance products to both businesses and individual clients, identifying needs and recommending appropriate coverage
- Addressed policyholder questions, providing clear explanations of coverage details and policy terms
- Explained policy features, including advantages and disadvantages, to support informed client decisions
- Sent premium payment reminders and notified customers of rate changes to ensure account awareness and retention
- Generated new business by selling auto, homeowners, and renters insurance, while upgrading policies for existing clients
- Completed auto loan and credit card applications, guiding customers through the process and ensuring accuracy
- Assisted clients in filing insurance claims related to auto accidents and natural disasters
- Monitored claims to ensure timely and equitable resolution for both clients and insurers

Apartment Complex

September 2011 - February 2013

Leasing Consultant

- Provided client support for property leasing and rental needs, ensuring a high level of customer satisfaction
- Conducted market and competitor research to support leasing strategies and pricing decisions
- Managed and maintained all leasing documentation, ensuring accuracy and compliance with agreements
- Monitored property vacancies and addressed client concerns to improve occupancy and retention rates
- Processed lease applications, including background and credit checks, to ensure qualified tenancy
- Calculated and tracked office expenses, preparing reports for submission to the corporate office
- Entered and maintained accurate data for invoices, rent payments, and resident records in property management systems
- Handled administrative operations, including managing multi-line phone systems, filing, and office equipment use
- Created spreadsheets, charts, and weekly reports to support operational tracking and communication with corporate office

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

CERTIFICATIONS

Licensed: P&C, Life & Health – TX, LA, OK, CO

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Licensed Insurance Producer

Reported: 30–40 items/month, \$35–45k premium/month

Experience: Local State Farm Agency (Operated by Independently Contracted Agent) – 7 years

Licensed: P&C, Life & Health – TX, LA, OK, CO

Will work REMOTE in any time zone ***MUST OFFER HEALTH/STIPEND***

Desires a Sales or Hybrid role with a Local State Farm Agency (Operated by Independently Contracted Agent) @ \$40–45k base, with \$60k+ earning potential

100+ outbound dials/day, 20+ inbound calls with live leads, referral sales, pivot & cross selling, networking, bundling, creating lead lists & customer service. Reports producing 3–5 new life policies per month.

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