**Sample Insurance Claims Resume**

**JOE FERNANDIS**  
54, East 67 Street  
Binghamton, New York, 03299  
324 486 0032 **OBJECTIVE:**

Want a strong and challenging position as a claim adjuster.

**SUMMARY OF QUALIFICATION:**

* Experience of more than 8 years in the field of the insurance claims
* In-depth knowledge of the basic insurance policies, procedures and strategies
* Sound knowledge of the federal, state and local law
* Exceptionally good communication and demonstration skills
* Great knowledge of computers such as word, power point, excel etc.

**WORK EXPERINECE:**

**A-One Insurance**, Binghamton, New York  
**Insurance Claim Assistant**, 2005 - present

As an insurance claim adjuster responsibilities include direct deal with the policy holders and evaluate the claims from initial to final reports. Main purpose was to achieve optimum customer satisfaction and access coverage, liability and damages. Represented the company in front of the third party and for court case appoints the legal representative

**A-One Insurance Co.**, Cazenovia, New York  
**Insurance Claim Clerk**, 2001 - 2005

Responsibilities include preliminary conversations with the clients, third party and policy holders. Keep a track record of all paperwork's. Investigated policy pricing and strategies of the competitors

**EDUCATION:**

New York University, New York  
Bachelor of Science in Economics

**REFERENCE:**

Mr. Mark Dolson  
Manager  
Sweet Home Insurance, Binghamton, New York