

# MICHAEL ANDERSON

Life Insurance Claims Analyst

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Results-driven Claims Analyst with a specialization in life insurance claims, offering over four years of experience in claims processing and customer service. Demonstrates a strong understanding of life insurance policies and regulatory requirements, ensuring compliance and accuracy in claims evaluations. Recognized for exceptional analytical skills and a commitment to delivering outstanding client service.

## WORK EXPERIENCE

### Life Insurance Claims Analyst | LifeSecure Insurance

Jan 2022 – Present

- Reviewed life insurance claims for compliance with policy terms.
- Conducted investigations to verify the validity of claims.
- Communicated with beneficiaries to gather required documentation.
- Maintained accurate records of claims processing activities.
- Collaborated with underwriting teams to resolve claim issues.
- Achieved a 97% satisfaction rate from clients post-claim resolution.

### Claims Assistant | SecureLife Insurance

Jul 2019 – Dec 2021

- Assisted in processing life insurance claims and documentation.
- Communicated with claimants to gather necessary information.
- Maintained organized records of claims activities.
- Supported the investigation of claims to identify any discrepancies.
- Participated in team meetings to discuss claim resolutions.
- Received commendation for timely and accurate processing of claims.

## SKILLS

life insurance claims

customer service

compliance

data management

claims processing

investigation

## EDUCATION

### Bachelor of Arts in Finance

2019

University of North Carolina

## ACHIEVEMENTS

- Recognized for achieving a 95% accuracy rate in claims evaluations.
- Improved claims processing time by 10% through workflow enhancements.
- Awarded 'Employee of the Month' for exceptional performance.

## LANGUAGES

English

Spanish

French