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SKILLS

- Claims Management
- Risk Assessment
- Compliance
- Data Analysis
- Negotiation
- Client Relations

EDUCATION

**BACHELOR OF ARTS IN BUSINESS
MANAGEMENT, UNIVERSITY OF TEXAS**

LANGUAGE

- English
- Spanish
- German

ACHIEVEMENTS

- Successfully implemented a new claims tracking system that reduced processing time by 30%.
- Received recognition for outstanding team collaboration and performance improvements.
- Achieved a 99% accuracy rate in claims processing through enhanced training and oversight.

Michael Anderson

COMMERCIAL CLAIMS ADJUSTER

Dynamic Claims Officer with a strong foundation in commercial insurance claims, adept at managing complex claims processes and driving operational excellence. Expertise in risk assessment, compliance, and claims resolution, with a proven ability to collaborate with cross-functional teams to achieve organizational objectives. Recognized for exceptional analytical skills and the ability to identify and mitigate risks effectively.

EXPERIENCE

COMMERCIAL CLAIMS ADJUSTER

National Commercial Insurance

2016 - Present

- Managed commercial insurance claims from initiation to resolution, ensuring compliance with regulations.
- Conducted detailed investigations to assess liability and damages for complex claims.
- Collaborated with legal teams to prepare documentation for litigation-related claims.
- Utilized advanced claims software to streamline processing and reporting.
- Developed training programs for junior staff on best practices in commercial claims handling.
- Achieved a 95% success rate in claims resolution within stipulated timelines.

CLAIMS ANALYST

Broadway Insurance Group

2014 - 2016

- Analyzed and processed commercial claims, ensuring accurate assessment of damages.
- Maintained detailed records of all claims activities and communications.
- Participated in audits to ensure compliance with industry standards.
- Worked closely with underwriters to evaluate risk and adjust claims accordingly.
- Facilitated negotiations with clients to reach amicable settlements.
- Recognized for contributions to team success with a quarterly performance award.