

Robert Smith

Liability Claims Adjuster II

PERSONAL STATEMENT

Multi-faceted professional with 8+ years of experience. Healthcare Chaplain candidate in pursuit of a Master of Divinity and holds a Bachelor of Science in Health Science Pre-medicine, Associate of Science in Avionics Systems Technology, and two certificates in Electronic Systems Technology and Paralegal Studies.

WORK EXPERIENCE

Liability Claims Adjuster II

ABC Corporation - October 2013 - October 2014

Responsibilities:

- Investigated, handled, and processed liability and medical payment insurance claims.
- Interviewed claimant and witnesses to gather pertinent information.
- Investigated and evaluated property damage and injuries to determine the extent of damages and ascertain compensation amount.
- Verified that coverage applies through an insurance policy.
- Consulted with accountants, architects, construction workers, engineers, lawyers, and physicians to get expert evaluation.
- Evaluated all information to determine how to claim should be handled.
- Negotiated with policyholders, claimants, insurance defense attorneys, and adverse carriers to settle a claim.

Liability Claims Adjuster

Delta Corporation - 2009 - 2013

Responsibilities:

- Used all necessary resources and skills toward the investigation, completion, and liability decision of auto-related claims.
- Dealt intimately with external and internal customers; assisting them throughout the claims process in a fast paced and demanding environment.
- Tasks that were emphasized included ascribing percentage of fault, obtaining recorded interviews, processing medical bills, reviewing policies.
- Reason for leaving Became a fulltime caretaker for a grandmother.
- Manage a range of 150-200 claims on a monthly basis Investigate, analyze and settle liability with adverse insurance carriers, brokers and claimants.
- Member of the Chairmans club Skills Used Negotiating skills Analytical skills.
- Claim owner for Property (Contents) and Auto Claims All aspects of claim handling from First Notice of Loss to recorded statements, liability.

Education

Master's in Divinity - 2012(Liberty University - Lynchburg, VA)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
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www.qwikresume.com

SKILLS

Investigations, Claims,
Mentoring, Clerical,
Office Management.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company
Name)
Reference - 2 (Company
Name)

