

ROBERT SMITH

Sr. Litigation Specialist

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

To continue as career with an established organization that will utilize knowledge and expertise within the Workers' Compensation industry to benefit mutual growth and success.

CORE COMPETENCIES

Legal Specialist, Legal Coordinator.

PROFESSIONAL EXPERIENCE

Sr. Litigation Specialist

ABC Corporation - 1997 – October 2012

Key Deliverables:

- Facilitated meetings, claim reviews and vendor visits.
- Facilitated in-house trainings on defenses position within certain jurisdictions and counties, utilizing legal counsels personnel.
- Attended surveys and audits to assist in determining claim outcomes.
- Obtained outside vendors/resources to strengthen defense cases.
- Reviewed legal suits, to determine procedural outcomes based on strengths and deficiencies of evidence.
- Involved in the on-going efforts of assessing opportunities for the education of our claims staff.
- Developed and delivered training programs utilizing appropriate adult learning techniques, set up seminars, workshops, conferences and mentored both claim representatives and claim support personnel.

Litigation Specialist

ABC Corporation - 1995 – 1997

Key Deliverables:

- Began in a temp position, hired full-time November 2003.
- Managed litigation for a specialized insurance carrier which provides general and auto liability coverage to auto dealers, equipment dealers and auto specialty markets.
- Cases included 1st and 3rd party bodily injury, property damage and no-fault PIP benefits; consumer litigation; agents E&O; and employment litigation including discrimination, harassment, wrongful termination, EEOC complaints, and MDCR complaints.
- Determined coverage, wrote coverage delineation letters, investigated, documented, evaluated, and settled litigated cases.
- Collaborated with Defense Counsel at all levels of litigation, from inception of suit through final disposition via settlement, appeal, dec action, or other resolution such as ADR.
- Outlined coverage disputes, appeals issues, potential dec actions, trial, or binding arbitration recommendations for Home Office approval.

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- Handled numerous multi-million dollar exposure cases with adverse liability and catastrophic injuries from inception to resolution..

EDUCATION

- Bachelors of Arts in Communications & Political Science - (Queens College - New York, NY)