



SHIVAM SINGH

SENIOR EXECUTIVE

PERSONAL INFO

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CERTIFICATES

Direct General Insurance
SolidWorks
Creo2.0 and 3D printer

PERSONAL TRAIT

Team worker, vision for growth, precision in work, good logical and analytical skills.

SKILLS

SOLIDWORKS
AUTOCAD
MS EXCEL
MS WORD

INTERESTS

Cooking Gaming

WORK EXPERIENCE

Salasar Services (Insurance Brokers) Pvt. Ltd

Senior Executive

07/2021 – Present

Ahmedabad

Department: Claims

Role: Handling the G.I claims.

08/2020 – 06/2021

Kanpur

Department: Claims and Underwriting

Role:

- Sending intimation of the G.I claims to the insurer, assisting the insured throughout the claim process and thereof helping in providing all the necessary claim documents to the surveyor.
- Analyzing the assessment shared by the surveyor and thereof managing G.I claims for clients from beginning to end.
- Analyzing client-specific risk exposure and details of coverage requirements.
- Preparing and presenting best policy quotations for renewals and new businesses.

Absolute Insurance Surveyors & Loss Assessors Pvt. Ltd.

Senior Engineer

08/2019 – 07/2020

Ahmedabad and Mumbai

Department: Property claims

Role:

- Conducting surveys of Fire, Engineering and Marine claims
- Handling claims under Fire, Engineering, Marine & Miscellaneous class of insurance and preparing report & assessment thereof in General Insurance Claims.

Intern

06/2019 – 07/2019

Ahmedabad

Role:

- Taking login of new claims
- Arranging surveys
- Preparing Immediate Loss Advice and submitting to the insurer after the survey
- Preparing List of requirements and submitting to insured after survey

EDUCATION

BE (MECHANICAL ENGINEERING)

Parul Institute Of Technology

2014 – 2019

6.4 CGPA

HSC

Aditya Birla Higher Secondary School

2014

67%

SSC

Aditya Birla Higher Secondary School

2012

78%