

# Mitchell Spierings

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## Objective

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I am looking for a full-time employment opportunity with a company that I can use my skills to help in the growth and success of a company.

## EDUCATION

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University of Wisconsin Oshkosh	Graduated May 2018
Bachelor of Business Administration Degree	GPA: 3.2/4.0
<b>Major: Human Resource Management</b>	Oshkosh, WI
<b>Emphasis: Insurance</b>	

## WORK EXPERIENCE

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### Commercial Property Adjuster I

*Liberty Mutual, Naperville, Illinois*

*November 2018 – Present*

- ☐ Responsible for commercial claims in the lower half of Illinois, Northern Indiana, Southern Michigan
- ☐ Coordinated with contractors and insured's to efficiently process claims and ensure timeliness of Claim Resolution
- ☐ Responsible for executing, creating, and developing estimates of damage in a quick and efficient manner
- ☐ Facilitated multi-level status meetings to ensure timely communication on key projects

### Associate Claims Specialist/Field Adjuster

*Liberty Mutual, Plano, Texas*

*June 2018 – November 2018*

- ☐ Adapted quickly to assess constraints and powered to develop corrective actions or solutions in the claims process
- ☐ Honed and improved my skillset with Insurance Online Applications
- ☐ Licensed in 38 states and trained by extensively to adjust Commercial/Farm Property

### Environment Health & Safety Intern

*Springs Window Fashions, Middleton, Wisconsin*

*May 2017 – February 2018*

- ☐ Responsible for building maintenance to ensure employee safety
- ☐ Adept daily workload activities and independently responsible for daily activities
- ☐ Quick learner with a wide knowledge base with the ability to accomplish a wide variety of tasks efficiently

## STRENGTHS AND RELEVANT SKILLS

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- ☐ **Proficient in Excel, Outlook, Claim Center, Xactanalysis, Xactimate, National Vendor, ISO, PLRB, and CVO.**
- ☐ **Four Catastrophe Deployments: Denver 2018, Hurricane Michael 2018, Artic Blast Chicago 2019, Extreme Winds Chicago 2019**
- ☐ **Licensed to adjust in 38 States**
- ☐ **Some completion of CPCU**