

Taylor M. Schwass
Plainfield, Illinois 60586
(815) 603-7833 schwasstaylor@gmail.com

Education

Illinois State University, Normal IL
Master of Business Administration December 2022 (Expected)
GPA: 4.00/4.00
Academic Award: MBA Outstanding Student Award April 2022

Illinois State University, Normal IL
Bachelor of Science May 2021
Majors: Risk Management/Insurance and Finance
Minor: Accounting
Academic Award: Illinois State University Redbird Academic Scholarship May 2017

Professional Licenses & Certifications

Insurance Producer License, State of Illinois December 2021 – Present

- Lines of Authority: Casualty, Health, Life, and Fire

Certificate of Business Analytics, Illinois State University December 2022 (Expected)

- Harness quantitative tools to extract meaningful information from big data sets for business decision making
- Apply extensive analytics techniques to enable strategic marketing management and brand related decisions

Certificate of Data Scientist, Illinois State University December 2022 (Expected)

- Perform data management through data preparation, exploration, representation, discovery, and cleansing
- Exercise the application of data analysis tools to existing big data sets

Work Experience

Risk Management Intern, Dansig Insurance Risk Advisors August 2021 – Present
Decatur, IL

- Diagnose and investigate complex risks and threats to clients and businesses through analysis and observation
- Establish and administer risk management strategies and programs with clients and businesses
- Utilize logic and reasoning to identify alternative solutions, conclusions, or approaches to potential risks
- Customize insurance programs to suit individual clients to cover various personal and commercial risks
- Execute administrative tasks, such as maintaining client records and handling policies
- Target new clients and develop clientele through networking and generating lists of prospective clients
- Engineer new marketing strategies to compete with other individuals or companies who sell insurance

Business Operations Intern, Illinois State University Campus Recreation September 2019 – Present
Normal IL

- Support Financial Operations Manager in establishing and implementing unit action plans and objectives
- Accurately perform data entry and the processing of invoices for retention purposes
- Complete designated tasks pertaining to the monthly and quarterly budget reporting process
- Prepare and reconcile payroll documents, daily work, and accounts receivables and payables
- Employ immense attention to detail while completing auditing and reviewal processes

Graduate Teaching Assistant, Illinois State University August 2021 – Present
Normal, IL

- Assistant to two professors in the Finance, Insurance, and Law department of the university's College of Business
- Enhance instruction of the classroom by preparing/grading materials and serving as a secondary teaching instructor/tutor

Other Experience

Member, Gamma Iota Sigma, Illinois State University January 2021 – January 2022
Normal IL

- Attend frequent meetings and events to enhance personal growth in the insurance industry

Vice President, Phi Sigma Sigma, Illinois State University December 2018 – December 2019
Normal IL

- Controlled the spending of the fixed budget and aided in the development of semesterly budget
- Devised a risk management plan for each event to minimize hazards to members and expenses to the chapter
- Governed fourteen different Executive Council positions and their adjourning committees

Technological Skills

- Proficient in Microsoft Access, Microsoft Excel, Microsoft Publisher, and Microsoft Word
- Efficient data analytics skills and experience utilizing Tableau Software as well as R and Python programming language