Jordan Ellis

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# OBJECTIVE

A highly experienced insurance professional with robust skills in policy analysis, client relationship management, and risk assessment. Aiming to leverage a comprehensive understanding of the insurance industry in a senior role to enhance customer satisfaction and business operations.

# EXPERIENCE

## Senior Insurance Agent

### ABC Insurance Co. | Seattle, WA Feb 20XX – Jan 20XX

Managed and nurtured over 200 client relationships, ensuring exceptional service and timely policy renewals. Conducted comprehensive policy analyses to customize and improve offerings to meet individual client needs.

## Junior Insurance Agent

### XYZ Insurance Services | Seattle, WA Jul 20XX – Jun 20XX

Collaborated closely with senior agents to facilitate client meetings and assist in the development and documentation of policy terms and conditions. Proactively addressed and resolved client inquiries and issues regarding policy terms and conditions.

# EDUCATION

## Bachelor of Business Administration

### Seattle University | Seattle, WA Jun 20XX

You might want to include your GPA here and a brief summary of relevant coursework, awards, and honors.

# Skills

* Policy Analysis
* Client Relationship Management
* Risk Assessment
* Regulatory Compliance

# Certifications

* Chartered Property Casualty Underwriter (CPCU)
* Associate in Risk Management (ARM)

# REFERENCES

## Briana Hernandez

ABC Insurance Co. | Contact Info