



# Jasmine Burgess

Seasoned and hardworking life insurance sales representative with 7+ years' experience helping Maryland residents find the best cost-effective insurance solutions for their needs and circumstances. Established reputation for providing outstanding customer services and driven to achieve ambitious sales targets to build company revenue. Strong team player with a friendly and enthusiastic interpersonal style.

## Professional Experience

### Sales Representative

Family First Life, Baltimore, MD February 2016- Present

- Maintain an up-to-date understanding of mortgage protection and life insurance companies and products
- Conduct consultations with clients and gain insights into their needs to recommend the most suitable policies
- Promptly follow potential leads and search existing client lists to find opportunities for upselling
- Communicate with insurance companies to get quotes and set up policies for clients

### Life Insurance Agent

Assurance, Baltimore, MD July 2013 - February 2016

- Scheduled health screening for life insurance clients with approved clinics
- Clearly explained the billing options and benefits of individual insurance companies and policies to clients
- Provided comparisons of different policies to help clients make the best choice for their circumstances

901 Address Road,  
Baltimore, MD 76543  
j.burgess@email.com  
(456) 789-0123

## Education

Bachelor of Science in Business  
Administration, Risk Management  
and Insurance

University of Baltimore, Baltimore, MD  
September 2009 - July 2013

## Key Skills

- Proven ability to manage time effectively and prioritize tasks to meet targets
- Able to gather and analyze information from clients to generate appropriate insurance options
- Clear communicator via telephone, email, and face-to-face
- Dedicated and results-oriented work ethic
- Database management

## Certifications

- Life and Health Insurance License, Maryland Insurance Administration, 2013 (#2222-45A)