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| Jane Smith | | |
| Summary  Results-driven insurance agent with over 5 years of experience in providing clients with tailored insurance solutions. Proven track record of increasing customer retention and sales through exceptional service and product knowledge.  Work Experience  **Insurance Agent Sep 2022 – Present**  ABC Insurance San Francisco, CA   * Achieved 30% increase in sales by implementing targeted marketing strategies. * Developed personalized insurance plans for over 100 clients, leading to a 25% rise in customer retention.   **Insurance Sales Associate Jun 2018 – Aug 2022**  XYZ Insurance San Francisco, CA   * Exceeded sales targets by 40% through effective lead generation and follow-up. * Facilitated claims processing and provided timely updates to clients, improving client trust.   Education Bachelor of Science: Finance Jan 2018 *San Francisco State University**San Francisco, CA*  certifications   * Licensed Insurance Agent – California Department of Insurance – 2018 | Contact  (234) 567-8901  jane.smith@example.com  San Francisco, CA 94101  Skills  Client Relationship Management  Sales Strategies  Claims Processing  Policy Analysis  Market Research  Negotiation  Communication Skills  Time Management |