

# KASSANDRA WRIGHT

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17201

## OBJECTIVE:

To obtain a summer internship in the property and casualty area of a risk management firm to acquire new skills while applying concepts learned in the classroom.

## EDUCATION:

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, May 2017

Major: Risk Management and Insurance GPA – 2.82

### Honors and Activities:

The Rotaract Club of Temple University, President, Fall 2015 – Present

The Rotaract Club of Temple University, Member, Fall – Present

Gamma Iota Sigma Professional Risk Management, Insurance and Actuarial Science Fraternity, Spring 2015 – Present

– Risk Management Career Development Committee, Member, Fall 2015 – Present

– Employee Benefits Career Development Committee, Member, Spring 2015 – Spring 2015

Delaware Valley Chapter of RIMS, Student Member, Spring 2015 – Present

Gamma Iota Sigma, Sigma Chapter Student Engagement Award, Spring 2015

Employee Benefits Committee Member of the Year, Spring 2015

## EXPERIENCE:

### Hartford Steam Boiler, Wayne, PA

*Claims Assistant, May 2017-present*

- Positively engage parties involved in order to strengthen customer relationships.
- Review and progress open claims to conclusion by contacting all relative companies
- Diligently collect and input investigation details in order to finalize claims

### Amazon Fulfillment, Carlisle, PA

*Fulfillment Associate, May 2015 – August 2015*

- Worked harmoniously on a team of over 200 to fulfill up to 14,000 orders per day
- Assisted management by organizing and filing training materials
- Maintained clean working environment to ensure a safe production line

### Temple University Housing and Residential Life, Philadelphia, PA

*Front Desk Worker, January 2014 – May 2015*

- Serviced residents and staff in need of administrative and technical support
- Provided excellent customer service to encourage a positive and resourceful resident hall experience
- Logged and distributed packages and mail for over 500 students of James S. White Hall

### Temple University Housing and Residential Life, Philadelphia, PA

*Resident Assistance, August 2012 – May 2013*

- Collaborated with professional and student staff of 20 to execute civic engagement, wellness, diversity and inclusion, and academic success programs for a first year residence hall of over 500 students
- Lend support for academic success to over 500 first year residence as well as crisis management
- Established a safe and welcoming environment for residents by enforcing policy, following protocol, and serving as a readily available source of campus and academic

<b>COMPUTER SKILLS:</b>	<b>WILLING TO RELOCATE</b>
Microsoft Word, Excel, and PowerPoint	