

Rasha Hassan Al Zahrani

I'm an experienced insurance consultant seeking an opportunity to develop my skills and knowledge in the Insurance operations

Contact Information

Email

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Phone

+966555851884

Nationality

Saudi Arabia

Languages

Arabic

Native

English

Advanced

Skills

Teamwork

Customer service

Office administration

Social media

Leadership

Problem-Solving

Fast typing

Experience

Insurance consultant (Operations Assistant)

Al Yamama Insurance Brokers company

March 2019 - January 2021

offering insurance quotations for caproate according to their needs and requirements.

- reviewing insurance polices to establish and confirm coverage for claims.
- communicate with clients and assist them in choosing the appropriate type of insurance for their needs.
- response for medical policies additions & deletions.

Customer Service

Al Yamama Insurance Brokers company

August 2020 - October 2020

- update and maintain clients data and insurance policies
- promote and seek new clients for the insurance policies

Education

Medical Transcription & Secretary

Graduated from Imam Abdulrahman Bin Faisal University Dammam

2011

- High diploma from Imam Abdulrahman bin Faisal University. It's a three-years diploma that focuses on management and administrative duties to support the health faculties and Management skills.

This certificate gave me the understanding of the hospital operations, procedures, and policies. Responsibilities include handling correspondence, keeping records and filing, responding to inquiries, and any other tasks deemed necessary.

Honors & Awards

2020 DTV challenge at the [Entrepreneurship institute at King Fahd University of petroleum.](#)

I won a scholarship to start my own project in the business incubator for the university.

