

SOLABI OLUWATOSIN.M.

Location: Mushin, Lagos. Telephone: 07035962834 Email: solabitosin@gmail.com

Professional Profile

A self-driven, confident and determined individual with over two years' experience working in the insurance sector with an excellent reputation for interpersonal skills and negotiation. Possess strong data analytical skills, good team spirit and leadership capacity. Passionate about learning and acquiring new skills for innovative advancement in the organization.

Experience

Securisk Insurance Brokers Limited, Lagos, Nigeria
Claims Handler

February 2019 – February 2021

- Handled majority of Motor, Workmen compensation and Group life claims which accounted for 40% of our business.
- Liaised and built strong relationships with client in all the phases of the insurance contract
- Accessed several database and information systems to obtain policy details.
- Taking statements from clients for official records.
- Engaged in advising clients on claim procedures and the scope of cover when a claim arises.
- Requesting and reviewing supporting documents like: incident reports, police reports, estimate of repairs and other documents to process the claim.
- Appointment of engineers to inspect the damaged vehicles.
- Liaised with insurance companies to ensure swift settlement of claims.

Securisk Insurance Brokers Limited, Lagos.
Management Intern

August 2017 – October 2017

- Prepared weekly operational performance reports for submission to the industry regulators (NAICOM and ICPC)
- Funds transfer management and operations with various insurance companies and other counterparties.
- Managed company's petty cash register

Education

- **Bachelor of Science in Economics (Second Class Upper)**, Bowen University, Osun state. 2013-2017
Thesis: Human Capital development and its impact on the Nigerian economy
- **Senior Secondary Certificate Examination**, Baptist Academy Obanikoro, Lagos 2012

Leadership Experience

Governor, Financial Inclusion for Volunteer NYSC Corps Members

November 2017- November 2018

- Coordinated members at the end of service year for the collection of certificates.
- Sensitized over 50 corps members and members of the community of financial literacy topics.

- Coordinated the planning of the departmental dinner.
- Presided over committee meeting in the absence of the president.

Volunteer work

The National Peer Group Educator Program on Finance
Volunteer NYSC Corp Member

January 2018- November 2018

- Educated members of the community and students on various financial topics such as: Needs and Wants, Savings, Fraud & Scam, financial Environment.

Arughunya Community Secondary School (NYSC)

January 2018 – November 2018

Taught macro and micro economic concepts to Senior Secondary School (SS2 - SS3)

- Organized (CDS) programs for the students where topics such as: Drug Abuse , Career talks, Savings, Financial environment.
- Establish and optimize program schedules to cover planned needs while capitalizing on opportunities to improve students learning.

Certifications

- LinkedIn Certification
Data Analysis with Excel, March 2021.
- LinkedIn Certification
Data Visualization with Excel, March 2021.
- LinkedIn Certification
Power BI essential Training, April 2021.
- Microsoft Certification
Microsoft Office Specialist (Office Excel), May 2015.