

Alexandria Riggins

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Ethical and personable License Insurance Adjuster with first rate skills in risk assessment, resolution and claim management, migration and policy interpretation. Adept at determining the level of loss for auto claim cases and investigating and resolving liability exposures. Talented at organizing and prioritizing time-sensitive claims and projects. Demonstratable skills in determining settlements in compliance with company policies and procedures. Strong experience in insurance processes and documentation. Communicative and assertive with commitment to accurate and timely appraisals.

Authorized to work in the US for any employer

Work Experience

Auto Claims Adjuster

Pilot Catastrophe Services - Mobile, AL
February 2020 to October 2022

Summit Auto and Property Claims for clients depending on Deployment. Write Claims and pay clients. Handle Property claims involving damage to structure and/ or liability claims involving personal injuries or third-party auto or property damage.

Amazon Fulfillment Associate

Amazon - Theodore, AL
September 2018 to January 2021

On the warehouse team that gets orders ready for customers relying on Amazon services. Our fast-paced, physical roles take place in a variety of areas including merch, make-on-demand, customer returns, Prime Now, and general fulfillment.

Property Claims Adjuster

First Chicago Insurance Company - Chicago, IL
May 2018 to February 2019

- Perform all Interior/ exterior inspections to residential and commercial properties, documenting and preparing mitigation and build back estimates in Xactimate.
- Investigating Claims by reviewing contracts and determining claim coverage based on cause and facts of loss.
- Negotiation claim settlements for payouts.

Customer Service Representative

Alorica Calling Center - Mobile, AL
January 2016 to October 2017

I provided product/services information, answer questions, and resolve any emerging problems that our customer accounts might face with accuracy and efficiency. We were genuinely excited to help customers daily.

Front Desk Assistant Manager

Hampton Inn and Hampton Inn & Suites - Saraland, AL

March 2010 to January 2015

Manage employees, Marketing, Greeting and ensuring that guests are accommodated, exceed all guest expectations. Book rooms and assist guest though out their stay. Make sure that all areas of the hotel environment run smoothly and work together successfully.

Education

High school diploma

Cf Vigor High School - Prichard, AL

September 2008 to June 2023

Skills

- Problem-solving
- Order fulfillment
- Flexibility
- Reliability
- Freight Experience
- Logistics
- Microsoft Access
- Litigation
- Microsoft Word
- Project Management
- Data Entry
- Microsoft Outlook
- Microsoft Excel
- Microsoft Office
- Sales
- Auto Estimating
- Management

Certifications and Licenses

License insurance agent

May 2021 to May 2023

Alabama insurance adjusters License

Additional Information

State Farm Auto Certified

State Farm Property and Estimate Certified

Alabama Adjuster License Home state