

CURRICULUM VITAE

SUSANNE CONROY O'KEEFE

PROFESSIONAL EXPERIENCE

Schick Laboratories 1985-1987

Accounting Clerk.

K&M Company 1987-1992

Accounting Administrator to the Controller.

David Briggs, CPA 1992-1994

Office Administrator. Executive Assistant.

Claims Resource Management, Inc. 1994-Present

Claims Analyst. Investigation and adjustment of claims including auto liability, general liability, bodily injury, property damage and Workers' Compensation. Executive Assistant.



PROFESSIONAL EDUCATION

Insurance Institute of America - Insurance 21

Insurance Institute of America - Insurance 22

Insurance Institute of America - Insurance 23

Associate in Claims - 33

PROFESSIONAL DESIGNATION

Certificate in General Insurance

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