

Mecky Jones, LUTCF

7926 Broadway Unit 902
San Antonio, TX 78209

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EXPERTISE:

- Strong interpersonal and communication skills.
- Exceptional prospecting, sales, and marketing abilities.
- Superior organizational and support techniques.

PROFESSIONAL LICENSES:

- LSA5 (Life, Accident, Health, Property, and Casualty)
- Securities/ Variable Contracts (Series 6 and 63)

EDUCATION, DESIGNATIONS, AND AFFILIATIONS:

- Southwestern University, Georgetown, TX
- Life Underwriters Training Council Fellow Designation
Personal, Business, and Disability Insurance
- Professional Selling Skills III
- Various seminars, workshops, and continuing education
- Registered Representative 1989 – 1993 and 2004 – current
- Member – San Antonio Association of Life Underwriters 1989 – 1993
- Member – Network Power 1988 – 1993
- Member – Trinity Baptist Church 1989
- Board of Directors – San Antonio Women's Credit Union 1991 – 2001
- President Windsor Court Condominiums' Board of Directors 2004 – current

PROFESSIONAL EXPERIENCE:

12/88 – 04/92

THE EQUITABLE LIFE ASSURANCE SOCIETY, San Antonio, TX

- Specialized in Variable Universal Life and Private Pension Plans.
- Established deep market of attorneys, doctors, and CPA's.

04/92 – 06/93

INDEPENDENT INSURANCE AGENT, San Antonio, TX

- Marketed life, disability, health, mutual funds, and annuities.
- Expanded existing book of business and serviced clients.

06/93 – 12/07

SHERRY PARKS, STATE FARM AGENT, San Antonio, TX

- Marketing Specialist concentrating on life and health sales.
- Servicing clients with emphasis on expansion of lines and retention of business.
- Complete dedication and loyalty to agent and clients.
- Sole responsibility for qualifying agent for all but two of an estimated thirteen life travel bonuses.

12/07-6/09

REGISTERED REPRESENTATIVE, LSA5, AND STAFF ASSISTANT TO
KEN TUCKER, STATE FARM AGENT, San Antonio, TX

- Marketing Specialist for all insurance and banking products.
- Servicing clients with emphasis on increasing and retaining book of business.
- Assisted in qualifying agent for 2008 travel bonus.

EXCELLENT REFERENCES AVAILABLE UPON REQUEST

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To Whom It May Concern:

Having dedicated myself to the insurance industry for several years, I would now like to segue to the medical field. I feel my life experiences and education make me an exceptional candidate for hospital unit clerk. People familiar with the hospital environment have told me I would excel at this position.

I am anxious to find a workplace that is more team-focused and service oriented. I want to be able to utilize my customer relations and organizational talents without the heavy emphasis on sales statistics. Although I am highly licensed and skillful in insurance marketing and could easily secure a job in this field again, I recognize my true passion is in service and organization.

I have excellent communication skills. I have perfected the ability to put people at ease and encourage them to share their feelings and concerns with me. I enjoy being a sounding board and/or sympathetic ear. People and their motivations fascinate me.

My organizational expertise is a result of my continuing desire to simplify and categorize details in order to expedite whatever endeavor is needed at any given time. "A place for everything and everything in its place" is a theory to which I subscribe.

Although I have not had the opportunity to use computerized medical order entry systems, I have often learned new and individualized computer programs. My computer skills are varied and flexible. I am also currently educating myself on medical terms through an online course.

When the duties of a hospital unit clerk were described to me as being responsible for keeping things organized, meeting/greeting patients' families and friends, and computer skills my reaction was, "So, when do I work?" The fulfillment and enjoyment I get from relating to people and keeping things organized is a pleasure to me. I can not imagine a position of employment that would suit me better nor give me more satisfaction by contributing to a happy and successful workplace.

I look forward to pursuing the possibility of becoming a viable part of your team.

Sincerely,
Mecky Jones