**Joe Sycamore**

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**Education**

Indiana State University, Terre Haute, IN May 2016

Bachelor of Science: Financial Services (Insurance Track)

**Class Projects**

Senior Business Experience August 2015-Present

* Managed the finances for the student café in the College of Business using Excel spreadsheets
* Worked with other students to analyze financial data which resulted in a 10% increase in revenue

**Related Experience**

Best Insurance Company, Greenfield, IN May 2014-August 2014

Specialty Casualty Underwriting Intern

* Assisted Underwriters in running loss reports
* Helped with a project that updated all underwriting workups to PDF fill-in templates
* Worked with staff in the Management Liability Underwriting Department
* Handled incoming inquiries, ordered supplies, and reserved accounts in the Genius program and set-up for e-file

Great Insurance Company, Kokomo IN June 2013-August 2013

Intern

* Accessed and updates client database in Access
* Contacted and communicated with 25 existing and 50 potential clients through phone calls and email campaigns
* Received and reviewed submissions of business to then be evaluated by the Business Review Committee
* Provide information on cross-selling products to the Agents

**Work Experience**

Sam’s Food Distributors, Terre Haute, IN March 2012-Present

Cashier

* Manage customer transactions using a cash register with a positive, friendly attitude
* Assisted with the reorganization project of the store to improve the customer experience
* Answered customer questions and solved problems in fast, efficient manner

**Campus Involvement**

Gamma Iota Sigma, Member January 2013-Present

* Traveled to National Conference to learn more about the Insurance Industry in November 2014
* Collaborated with Insurance organizations to organize and host the Annual Fall Golf Outing

Insurance and Risk Management Honor Corps, member April 2013-Present

* Worked with events committee to bring in three industry professionals to speak with student the group
* Organized mock interview and speed networking sessions with industry professionals

Zeta Zeta Zeta Fraternity, ISU Chapter January 2012-Present

Event Coordinator (August 2014-April 2015)

* Raised $5,000 for Candles of Hope to be used to aid individuals with heart disease
* Coordinated marketing efforts for multiple events on and off-campus
* Volunteered with multiple non-profits organizations to improve the Terre Haute and surrounding communities