Kyle R. Himan

krhiman@ilstu.edu

815-822-4206

Job Objective

To obtain a full-time position in insurance utilizing my educational experience, customer service skills, and analytical abilities.

Education

Illinois State University, Normal, IL GPA – 3.06 Dec 2009
Double Major: Finance and Insurance
Related Coursework:

- Finance: Business Finance, Investments, Statistics, and Economics.
- Insurance: Risk Management, Property Insurance, and Liability Insurance.
- Passed CPCU Exam #510 and #557.

Illinois Valley Community College, Oglesby, IL May 2007
Associates in Science with emphasis in Business

Employment Experience

Menards Peru/Normal IL April 2006 to present
Outside Yard Worker/Sales Rep

- Provide excellent customer service, with many oral and written praises
- Train new employees to acquire necessary skills
- Organize displays and stock product

Streator Foods Supermarket Streator, IL April 2004 to February 2006
Assistant Store Manager

- Handled front office customer service and answered telephones
- Supervised employees in the store and assigned them daily tasks
- Responsible for daily money transactions including daily accounting and deposits

Computer Skills

- Microsoft Office Software:
  - Word, Excel, and PowerPoint

Activities

- Gamma Iota Sigma Insurance Fraternity at Illinois State University
- Chartered Property Casualty Underwriter (CPCU) Mentorship Program