



Peter Paul Morales

Objective: To obtain a challenging position that will utilize my skills and experiences and which will also provide me with the opportunity for ...

✉ peterpaulmorales061185@gmail.com ☎ +639331945355

📍 454 1st Ave cor 3rd St. Citicenter Subd Phase 2 Brgy Tabun, 2009 Angeles City

Education

Bachelor of Science in Business Administration Major in Business Management Oct 2004 – Nov 2008
Holy Angel University, Angeles City

Employment

Branch Vault Custodian Mar 2010 – May 2012
Cebuana Lhuiller, Angeles City
Area Reliever/Appraiser

- Reliever for Branch Personnel on leave/seminars
- Branch Operations: Appraising; Cashier and Money Remittance
- Monthly Individual Report

Branch Vault Custodian

- Responsible for safekeeping of pawned jewelries and gadgets
- Branch Operations: Appraising and Money Remittance
- Monthly Branch Reports
- Monthly Inventory
- Checking of branch supplies
- Training newly hired branch personnel
- OIC in absence of the branch manage

Insurance Agent Mar 2014 – Apr 2015
AXA Philippines, Mabalacat City

- Gathering information from clients, assessing their insurance needs and risk profile;
- Building and maintaining ongoing relationships with clients including
- scheduling and attending meetings and understanding the nature of clients' businesses or lives;
- Foreseeing clients' insurance needs, such as policy renewals;
- Researching insurance companies' policies and negotiating with underwriters to find the most suitable insurance for clients at the best price;
- Ensuring clients understand the terms and the extent of the cover provided in line with industry regulations;
- Renewing or amending existing policies; advising clients whether and when they need to make a claim on their policies;
- Marketing and acquiring new clients; administrative tasks such as paperwork, correspondence and keeping detailed records;
- Keeping up with changes in the insurance market and in the

Personal details

Date of birth
June 11th, 1985

Place of birth
San Fernando, Pampanga

Gender
Male

Nationality
Filipino

Civil status
Married

Skills

Communication skills

Customer service

Time Management

Good Decision Making

Languages

English

Filipino

clients' industries

CSR- Fraud Analyst

Mar 2021 - Feb 2023

Concentrix, Angeles City

- Reviewing of account activities
- Using computerized systems to access details of customers
- Handling customer's complaints
- Ensuring customers queries are answered to their satisfactions
- Handles and process clerical data into customer's accounts ensuring timely and accurate data administration
- Manages own performance to meet objectives, targets
- Accurate update/creation of case notes relating to transactions in data base