



# Jessica Finlayson

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## Experience

### **February 2019 - Present**

Life Insurance Agent • American Income Life

### **March 2014-January 2019**

Regional Administrator • A Caring Hand Home Care

Over the years of employment I have acquired many skills and faced many challenges. I have learned how to perform as an administrator of a large company, lead a team, excel in problem solving, and maintain exemplary communication skills. I grew a small non profitable company into a \$1.3 million dollar agency within a few short years and developed over 36 office employees into successful individuals within the time of my management.

## Education

Salt Lake Community College, Salt Lake City Utah

- I maintain a 4.0 and have acquired my C.N.A, E.M.T, and National Phlebotomy certifications. I have now applied myself in business administration and management.

## Communication

I thrive on assisting others and going above and beyond in everything I do. I have a strong work ethic and perform well independently as well as, with a team. I am dependable, organized and eager to learn. I am extremely goal driven and determined to excel.

## References

- Cam Jones and Kip Krawl- A Caring Hand Home Care Owners  
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