

# Francesca Vigilante

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## GOAL:

I am eager to expand my knowledge and make valuable contributions to the Re/Insurance industry in Bermuda. The intricacies of risk management and the global scale of operations within Re/Insurance highly interests me, offering an intellectually stimulating environment where I can apply my knowledge and analytical skills to real-world challenges. I am driven by the opportunity to develop my career from a strong foundation, and to thrive in a workplace that fosters and develops skilled employees. Ultimately, my goal is to secure an entry-level position where I can make meaningful contributions while continually learning and evolving as a professional.

## STRENGTHS:

With a strong willingness to learn, I approach any situation with perseverance, forward-thinking and optimism. I am constantly seeking new challenges and avenues for self-enhancement and professional development. My positive and enthusiastic attitude makes me an easy collaborator, and I highly enjoy working within a team. Alongside this, I have a self-starter mindset, and can comfortably use my own judgement to make decisions efficiently. Lastly, as a strong analytical thinker, I can thoroughly gather and organize information at hand to address more complex issues.

## WORK EXPERIENCE

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### May 2023 – Aug 2023 **Artex Risk Solutions**

#### **Assistant Accounts Trainee**

Worked alongside the CEO of Artex Underwriting Managers and learned about the group level planning processes.

- Ensured that filing for day-to-day underwriting activities is compliant with policy and local regulatory requirements.
- Assisted with monthly reporting to internal finance team for monthly and ad-hoc reporting and assisted with historic reconciliation issues.
- Prepared financial reporting for internal and external customers.

## VACATION EMPLOYMENT

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### Summer (2020)

#### **Par La Ville Dental – Office Cleaner**

- Ensured in-depth cleaning of all aspects of dental office as per new Covid-19 regulations.

### Summer (2018)

#### **Masterworks Museum of Art – Summer Camp Volunteer**

- Coordinated creative activities and cared for large groups of children.
- Collaborated with a team to design creative activities for children.

## EDUCATION

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### Mar 2023 – Current

#### **Chartered Property Casualty Underwriter (CPCU)**

- The Institutes
- Passed the CPCU 500: Managing Evolving Risks exam.

### Aug 2022 – Dec 2022

#### **Associates in Reinsurance (ARe)**

- The Institutes
- Passed the Are 320: Serving the Reinsurance Customer exam.

### 2019 - 2022

#### **University of Leeds, UK**

- BA (Hons) Business Management
- Received a 1<sup>st</sup> Class degree.

### 2006 – 2019

#### **Bermuda High School for Girls**

- International Baccalaureate diploma
- GSCE's: 9 GSCEs grades A\* - B (including Mathematics and English)

## **COMPUTER SKILLS & COURSES**

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Proficient in Microsoft Office tools; experience using Excel and SPSS.

## **PROFESSIONAL DEVELOPMENT COURSES**

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- Member of the University of Leeds Advertising, Marketing and PR society.
- BFIS speed networking event attendee.
- Participant in KPMG Investment Challenge.

## **INTERESTS AND HOBBIES**

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- Environmental conservation – regularly participate in picking up trash and cleaning up local beaches to protect Bermuda's wildlife and promote community sustainability (Keep Bermuda Beautiful volunteer).
- Travelling - enthusiastic traveler with a desire to experience diverse cultures and explore new destinations.
- Reading – avid reader with a keen interest in literature; enjoy exploring different genres and authors.

## **REFERENCES**

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Available upon Request.