

## MARIAH WILSON

### **Local Address:**

1719 West Montgomery Avenue, Apartment 1  
Philadelphia, PA 19121

### **Permanent Address:**

89 Oak Street  
Freeland, PA 18224

### **OBJECTIVE:**

To obtain an internship position in risk management or insurance to gain hands-on experience to complement and utilize the skills acquired through my academic courses.

### **EDUCATION:**

#### **TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA**

Bachelor of Business Administration, December 2015

Major: Risk Management and Insurance

#### **Related Courses (Completed by May 2014):**

- Life and Health Insurance and Employee Benefits
- Property and Liability Insurance Coverages
- The Institutes Online Learning- Surplus Lines Fundamentals
- Financial Management
- Introduction to Risk Management
- Business Communications

#### **Honors and Activities:**

Gamma Iota Sigma Professional Risk Management, Insurance and Actuarial Science Fraternity, Spring 2014 – Present

Student Member, Delaware Valley Chapter of RIMS, Spring 2014 – Present

Delta Phi Epsilon, Delta Nu Chapter, Fall 2012 – Present

- President, Fall 2014 – Present
- Vice President of Operations, Fall 2013 – Fall 2014
- Director of Finance, Fall 2012 – Fall 2013

Beta Alpha Psi, Fall 2013

- Vice President of Marketing, Fall 2013

Phi Beta Lambda, Fall 2012 – Spring 2013

PricewaterhouseCoopers Case Challenge, Fall 2013

### **EXPERIENCE:**

#### **Temple University, Philadelphia, PA**

*Office Assistant, April 2013 – Present*

- Support the Assistant Program Director, 22 professors, and 1200+ undergraduate and graduate students within the accounting department
- Execute tasks such as budget reconciliations, check and invoice submissions, recording data under the Assurance of Learning standards for AACSB accreditation, preliminary application review and record keeping for masters programs, event organization, and other special projects
- Maintain an organized office where co-workers can be productive and efficient and students can be well informed

#### **Delta Phi Epsilon, Philadelphia, PA**

*Vice President of Operations, December 2013 – Present*

- Oversee all financial, risk management, website management, and administrative duties within the organization
- Delegate tasks to nine coordinators regarding budgets, programs, and other incentives that benefit an organization of over 170 members
- Develop policies, investments, and financial plans to maintain the structure of the organization

#### **RT Specialty, Kansas City, MO**

*Intern, May 2013 – July 2013*

- Rotated between all departments of the office including agribusiness, casualty, claims, environmental, life sciences, product liability, professional and executive liability, property, railroads, transportation, and workers' compensation throughout an 8 week period
- Gained a thorough understanding of the surplus lines insurance market by attending meetings and presentations with account specialists, brokers, marketing specialists, and underwriters from various companies
- Completed assignments such as policy checking, layered property program designs, loss run summaries, preliminary account summaries, 5 year account summaries, and loss stratifications

### **COMPUTER SKILLS:**

Microsoft Word, Excel, and PowerPoint

WILLING TO RELOCATE

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