**Brianna Wasurick**

5602 Vernosh Road

Lena, WI 54139

(920) 660-5414

[brwasurick@gmail.com](mailto:brwasurick@gmail.com)

**Work Experience**

**United HealthCare (United HealthCare Level Funded) –** 2020 Innovation Ct., De Pere, WI 54115 / June 2022 – Current

Employer Enrollment Specialist – Promoted from Eligibility and Enrollment Specialist

* Data Entry of Level Funded paperwork for quoting
* Consult brokers and Account Executives in paperwork processing
* Train employees on the newest insurance quoting platform and processes
* Finding solutions to escalated system/group concerns
* Training the Benefitter platform to new trainees
* Testing how new initiatives and systems will affect the encoding department

**United HealthCare (United HealthCare Level Funded) –** 2020 Innovation Ct., De Pere, WI 54115 / September 2020 – June 2022

ELIGIBILTY AND ENROLLMENT SPECIALIST –

* Data Entry of Level Funded paperwork for quoting
* Consult agents in paperwork processing
* Utilize the newest insurance quoting platform

**CoVantage Credit Union –** 1670 Sunset Beach Road, Suamico, WI 54173 / July 2019 – September 2020

CREDIT UNION TELLER –

* Completes transactions for customers which include Deposits, Withdraws, Transfers, Payments on loans
* Helps customers with keeping their finances in order
* Helps customers with basic banking questions
* Assists bankers with transactions for accounts

**BAY INDUSTRIES -** 2929 Walker Drive, Green Bay, WI 54311 / March 2018 – May 2019

ACCOUNTS PAYABLE SPECIALIST-

* Produce accounting records
* Book Keeping
* Financial Transactions
* Contact customers for transactions

**ASSOCIATED BANK** – 369 Cardinal Lane, Green Bay, WI 54303 / October 2017 – March 2018

BANK TELLER:

* Completes transactions for customers which include Deposits, Withdraws, Transfers, Payments on loans
* Helps customers with keeping their finances in order
* Helps customers with basic banking questions
* Assists bankers with transactions for accounts

**Education**

**NWTC –** 2740 W Mason Street, Green Bay, WI 54303 / Graduated May 2023– ACCOUNTING DEGREE

**PULASKI HIGH SCHOOL** – 1040 S St. Augustine Street, Pulaski, WI 54162 / Graduated May 2017

* High School Diploma – May 31st, 2017
* Graduated with High Honors
* Passed NWTC transcribed classes in Computer Applications
* 3.6 GPA

Skills

● Computer and Technology Skills: Day to Day usage of Microsoft Offices Applications has provided me with the ability to be proficient while using those applications.

● Leadership: Provides training on new systems and process to other employees/new hires.

● Multi-Tasking: Current work environment requires me to have the ability to jump from task to task, while remaining focused.

● Communication Skills: Always willing to take advice from others as well as give it when needed. Not afraid to ask questions. Communicate with customers and other employees in a friendly way.

● Passionate: I always am passionate at what I do to ensure the best result is created and enjoy a challenge.

● Time Management Skills: Use time wisely to get work done efficiently and effectively.

● Customer Service Skills: Developed customer service skills working in many different customer facing work environments.

References

SARA RUSCH, Co-Worker at Bay Industries / (715) 853 – 7465

JENNY GERNDT, Manager at CoVantage Credit Union / (920) 590 – 1755

KELLY FLYNN, Co-Worker at CoVantage Credit Union / (920) 530 – 9925

LEXY THOMMA, Co-Worker at United Health Care / (920) 671 – 9513

JENNIFER KIVIOJA, Manager at United Health Care (Eligibility and Enrollment Specialist position) / (906) 241 - 6845