**Carole Baskin**

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**EDUCATION**

**University of Wisconsin-Madison** Madison, WI

Bachelor of Business Administration May 2021

Majors: Risk Management and Insurance, Finance

Overall GPA: 3.55/4.00

**RISK & INSURANCE EXPERIENCE**

**Hyatt Hotels Corporation** Chicago, IL

*Risk Management Intern* June 2020-August 2020

* Analyzed workers’ compensation and liability claims data to identify trends in causes of injury, location, and body part and assisted with training recommendations to mitigate high frequency and severity claims
* Assessed cladding exposure by evaluating construction materials and sprinkler information of 300+ hotels worldwide
* Implemented survey of 60+ hotels with pools regarding CPR trained employees and identified hotels needing improvement
* Team captain of intern project group focused on improving general manager turnover at franchised hotels
* Updated injury report forms and disease response manuals for all hotels worldwide
* Attended broker and insurer meetings to observe the insurance shopping process
* Created bi-weekly safety and wellness informational PowerPoint for hotel staff as part of employee wellness program

**M3 Insurance Solutions** Madison, WI

*Business Insurance Intern* June 2019-August 2019

* Received training on the insurance industry, brokerage, and information systems
* Updated risk management service plans in collaboration with fellow intern
* Observed the preparation and implementation of risk analysis reports
* Paired with a risk manager to assist with job duties and learned how to assess and manage risks
* Completed policy check-ins, endorsements, renewals, and quotes in Epic for assigned teams

**RELATED ACTIVITIES**

**Risk Management and Insurance Society** September 2019-Present

*Director of Professional Development*

* Create materials regarding professional Risk and Insurance designations and job opportunities
* Coordinate with WSOB Career Engagement Team to educate students regarding careers in Risk and Insurance
* Assist RMI students in preparing resumes, networking, and interviewing for Risk and Insurance jobs

**Risk and Insurance Department Spring Banquet**January 2019-May 2019

*Student Coordinator*

* Organized and oversaw photo booth and photographers at event
* Developed and implemented ideas to generate student interest resulting in over 120 attendees

**ADDITIONAL WORK EXPERIENCE**

**UW-Madison Office of Financial Aid** Madison, WI

*Office Assistant* June 2018-May 2019; January 2020-April 2020

* Prepared and distributed marketing materials as part of office rebranding
* Gathered data and prepared excel spreadsheets for the development of marketing strategies
* Managed social media accounts

**RELATED PROJECTS**

* Participated in Insurance Market Simulation deciding best pricing, underwriting criteria, and reinsurance to maximize profits
* CPCU 557 Survey of Commercial Insurance, CPCU 520 Insurance Operations
* Participated in Chicago RIMS Job Shadow event with Julie Pemberton of Outerwall