

Form Name:  
Submission Time:

Citizens Commission  
March 17, 2019 12:55 pm

Name	Cecilia Denno
Address	[REDACTED] [REDACTED]
Phone	[REDACTED]
Email	[REDACTED]
Citizenship Affirmation	I am a U.S. Citizen
Residency Affirmation	I am a resident of the Commonwealth of Massachusetts
Statement of Intent	I intend to comply with and advance the policy established by this Act.

Statement of Interest	<p>My name is Cece Denno and I have been a MA resident since 2005. Being a team player is very important to me as I was an athlete in college and work closely with my team at work currently. My work experience includes investigative and analytical research skills underwriting insurance business and coverage. I recently bought my first house and am looking for opportunities to be more engaged in the community. My personal time is spent learning about current events and the economy. Two items I am very passionate about are voting rights and promoting civic duties. In addition, I host two podcasts that focus on personal well-being and exploring the possibility of achieving your dreams.</p> <p>I was thrilled when Prop 2 passed last fall and knew instantly that I wanted to serve on the committee. I have been and remain very concerned about the state of our democracy ever since the SCOTUS decision of Citizens United v. FEC. The influence of corporate and special interest money in our elections has been increasingly evident by the recent rise of billionaire candidates and former lobbyists participating directly in our government. I welcome the opportunity to restore power back to the people by being a part of this committee.</p> <p>I feel very compelled to take action. I care about the future and well-being of our country. Massachusetts has an amazing opportunity with this committee and I would like to contribute in any way possible. Thank you for your consideration.</p>
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Résumé or Summary of Qualifications Upload	<a href="https://s3.amazonaws.com/files.formstack.com/uploads/3282862/71887710/486496264/71887710_2019resumeccdenno.pdf">https://s3.amazonaws.com/files.formstack.com/uploads/3282862/71887710/486496264/71887710_2019resumeccdenno.pdf</a>
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Political Party Affiliation, if any, over the previous five years	Democratic
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City or Town where you reside	RANDOLPH
Employment Status	Employed
Occupation	Insurance Analyst
Employer	Newmark Knight Frank

# CECILIA A. DENNO

## SUMMARY OF QUALIFICATIONS

Established Administrative Management Professional with strong client service, project management, and entrepreneurial mindset. Possesses strong interpersonal, oral, and written communication skills. Solid experience maintaining and presenting individual accounts. Recognized for the ability to manage multiple projects in a fast-paced, deadline driven environment. A self-starter who works well with diverse work teams and personality styles.

## ADMINISTRATIVE MANAGEMENT EXPERIENCE

NEWMARK KNIGHT FRANK, Boston, MA

2016 – Present

### Insurance Compliance Analyst

- Produce compliance reviews for multi-family property loans in identifying corresponding coverage for investor requirements that include lines of commercial property, general liability, excess liability, workers' compensation, crime, environmental, and business income.
- Coordinate waiver approvals for out of compliant coverage with investors by researching, writing, and submitting company recommendations to accept coverage as it currently stands.
- Identify potential compliance issues by reviewing loss history reports, assessing borrower financial statements, and determining their overall risk level for potential catastrophic losses.

COVERYS, Boston, MA

2015 – 2016

### Underwriting Associate

- Managed accounts for \$24 million in Medical Malpractice insurance by daily review of endorsements, potential new business, and renewing policies. Priced business to accommodate company guidelines for profitable outcomes.
- Executed \$1.3 million in New Business revenue for multiple state jurisdictions through analyzing potential risk associated with each submission and carefully negotiating pricing.
- Adhered to tight deadlines designated by our guidelines to accommodate agent and customer satisfaction through multi-tasking methods, time management, and established priorities.
- Actively engaged in the Medical Malpractice community via constant communication with agents to ensure positive company impact in the market.

THE HANOVER INSURANCE GROUP, Worcester, MA

2013 – 2015

### Workers' Compensation Medical Adjuster

- Evaluated the open and close process of medical workers' compensation claims across a variety of state jurisdictions by streamlining the claims handling process. Achieved record performance with 100% closures through daily review and close attention to detail.
- Identified excess claim activity through open communication with insured and claimant to determine a potential out of work exposure. Minimized out of work exposures, which resulted in an increase in profitability.
- Cultivated superior claims handling by researching previous case law and managing red flag variables, which could lead to potential fraud activity.

LA MINISTERE DE L'EDUCATION NATIONALE, Apt, France

2012 – 2013

### English Teaching Assistant

- Taught curriculum, including speaking, writing, and reading English skills for elementary students by incorporating engaging activities.
- Planned for 16 weekly classes and designed specific lesson plans for each age level by determining their existing foreign language skills. The attention to each age level resulted in an effective way of learning.

PLYMOUTH ROCK ASSURANCE CORPORATION, Boston, MA

2010 – 2012

### Underwriting Customer Service Representative

- Managed individual accounts by reviewing, analyzing, approving, and underwriting new business automobile

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applications within company and industry guidelines. Determined profitable business.

- Provided administrative support through evaluating new business qualifications, underwriting guidelines, non-renewal decisions, product awareness, and registry processing.

ELECTRIC INSURANCE, Beverly, MA

2009 – 2010

**Customer Service Representative**

- Accounted exceptional client service by answering customer queries, resolving complex issues, and giving details on policies and premiums.

OFFICE OF THE JUDGE ADVOCATE GENERAL, Arlington, VA

Summer 2009

**United States Military Office Coordinator**

- Orchestrated office activities that included organization, directing calls, and assembling information booklets.

## **ENTREPRENEURIAL EXPERIENCE**

SINCERELY YOURS, Randolph, MA

2015 – Present

**Host/Producer**

- Produce a bi-weekly podcast that focuses on inspirational guidance for a variety of topics that include life, career, money, and relationships in a positive and uplifting atmosphere.
- Respond to listener's inquiries where they share their problem and give recommendations to accommodate their situation. Provide in-depth research to discover creative ways for solutions through investigating and tailoring a plan of action.
- Promote sponsored spots for products that would best fit the audience by evaluating feedback and determining what would be beneficial for the audience.

## **EDUCATION**

**University of Massachusetts Amherst**, Amherst, MA

Bachelor of Arts in French and Francophone Studies with a minor in Education

2009

- 4 year, lettered NCAA Division 1 Athlete, UMass Amherst Swim and Dive
- University Paul Cézanne Aix-Marseille III, Aix-en-Provence, France, 2007

## **LICENSES/CERTIFICATIONS**

**State of Massachusetts** Property & Casualty Insurance License, Oct 2009

**State of New Hampshire** Individual Producer License, July 2014, October 2017

**State of Florida** Non-Resident Adjuster All Lines, October 2017