

SIERRA DODDS

LICENSED P&C
PROFESSIONAL



CONTACT INFO

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27526

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KEY COMPETENCIES

Customer Service | Analytical Skills | Problem Solving | Written & Verbal Communication | Attention to Detail

Licenses

NC Property Insurance License

NC Casualty Insurance License

EXPERIENCE

Server

Stono Market & Tomato Shed Cafe | Charleston, SC | 2024-2025

- Problem solved any customer complaints in caring and efficient processes
- Made sure all orders and requests were properly carried out

Key Holder

Spice & Tea Exchange | Charleston, SC | 2022-2023

- Maintain security protocols for the building, products, and private information
- Create new products to generate revenue, produced \$15,000 increased sales in 4 months

Resident Assistant

College of Charleston | Charleston, SC | 2021

- Keep records of all interactions with all 65 assigned residents in the building
- Check in everyone entering the building
- Maintain all security requirements and protect all private information about the residents in the building

EDUCATION

Bachelor of Arts - History