

ANNA MARIA AZZI

MEDICAL INSURANCE UNDERWRITER

Lebanon, Okaibe | annamariaazze@gmail.com | +96170519825

Medical Insurance Underwriter with 2 years of experience in health, travel, and expatriate insurance underwriting, combined with 1 year of hands-on clinical nursing experience. Strong expertise in medical risk assessment, policy issuance, and clinical case evaluation. Able to interpret complex medical reports and translate clinical data into accurate underwriting decisions. Detail-oriented, analytical, and adaptable professional committed to risk optimization and operational efficiency.

SKILLS

- Medical Risk Assessment
- Insurance Policy Issuance
- Clinical Evaluation
- Premium Calculation
- Analytical & Critical Thinking
- Communication & Teamwork
- Adaptability in High-Pressure Environments
- MS Office (Word, Excel, PowerPoint)

PROFESSIONAL EXPERIENCE

Medical Insurance Underwriter, Adir Insurance

Apr 2024 - Apr 2026

- Assess and evaluate individual and group medical insurance applications.
- Analyze medical reports to determine eligibility, exclusions, and premium calculations.
- Issue medical, travel, and expatriate insurance policies in compliance with underwriting guidelines.
- Apply special conditions and risk adjustments based on case evaluations.
- Collaborate with healthcare providers to verify medical information.
- Ensure adherence to internal risk policies and regulatory requirements.

Registered Nurse, Mgr Cortbawi Institute & Rehabilitation Hospital

Nov 2023 - Mar 2024

- Developed and implemented patient treatment plans.
- Administered medications and monitored patient responses.
- Conducted follow-up assessments and maintained accurate clinical documentation.
- Coordinated with multidisciplinary teams to ensure optimal patient care.

Registered Nurse - NICU & Surgery Floor, CHUNDS

Feb 2023 - Sep 2023

- Delivered nursing care in Neonatal Intensive Care Unit and surgical settings.
- Managed emergency neonatal cases including IV insertions and suction procedures.
- Assisted in post-operative care and monitored critical patient conditions.
- Maintained detailed patient records and documentation accuracy.

Nursing Internship, CHUNDS

2019 - 2022

- Assisted in vaccine administration and monitored post-vaccination reactions.
- Provided patient and family education regarding treatment plans, medication instructions, and post-discharge care.

EDUCATION

Bachelor of Science in Nursing

2019 - 2023

Holy Spirit University of Kaslik (USEK)

- GPA: 85/100

LANGUAGES

- Arabic (Native)
- English (Fluent)
- French (Fluent)