Melissa Knutson

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**Achievement-oriented, servant leader with proven strategy development, process improvement, and team building skills**

# 

### Experience & Accomplishments

### december 2018 – present

### Vice President – Risk Operations – NCMIC Group, Inc.

Leads the team dedicated to the underwriting, risk management and service of our non-chiropractic lines of business.  Provides strategic oversight and direction to the team with an emphasis on profitable growth.

### February – December 2018

### Vice President, Professional Liability Programs – NCMIC Group, Inc.

Responsible for profitable sales growth and strategic management of three distinct professional liability programs in excess of $27 million in annual premium. During this time, I led our teams to record sales in three professional liability programs. Under my leadership, all of the sales team members qualified for our top sales incentive recognition program.

### April 2016 – February 2018

## Vice President & General Manager - Finance – NCMIC Group, Inc.

Direct oversight of all sales and operation functions within the Equipment Finance department. Responsible for reaching sales goals, improving efficiencies, and implementing sound risk management procedures while exceeding profitability goals. During this time, I consistently led the team to double digit sales growth year over year. In 2017 we increased sales by 55% while the national market was down -3%.

### January 2004 – August 2010

## Various Roles, Equipment Finance - NCMIC Group, Inc.

During the first six years of my career at NCMIC, I had the opportunity to fill a variety of roles. In these roles I exceeded expectations and was rewarded with additional responsibilities and advancement opportunities. During this time I was responsible for the idea creation and implementation of three highly successful programs: Working Capital Loan product, Secondary Funding/Syndicated Loans, and our Servicing Portfolio. All three of these programs continue to be successful and are solid revenue sources. Roles I held during this time include: Documentation Specialist, Account Manager, Business Development Manager, Secondary Funding Manager, Sales Manager, and Assistant Vice President.

# Education & Certifications

* Bachelors of Arts – Business Administration, Upper Iowa University - Cum Laude
* Licensed Property & Casualty Agent
* Certified Lease and Finance Professional

# RECOGNITION

* New Leaders of Des Moines Honoree, Cystic Fibrosis Foundation
* 2018 Top Fundraiser – New Leaders, Cystic Fibrosis Foundation
* West Des Moines Leadership Academy 2018 Graduate
* Des Moines Register’s Top 15 People to Watch in 2019

**VOLUNTEER**

* Give Grace, Give Hope – Founder, Volunteer, & Donor
* EveryStep (formerly HCI, VNS, Amanda the Panda) – Board of Trustees
* Big Brothers, Big Sisters – Workplace Mentoring Big, since 2014
* United Way Graduation Walk – Volunteer, since 2015
* Habitat for Humanity – Volunteer, since 2010
* Wildwood Hills Ranch – $50,000 Team Fundraiser
* Cystic Fibrosis Foundation - $4,666 Fundraiser
* Meals From the Heartland – Volunteer, 4 years
* Johnston Community School District – Volunteer, since 2014

**PROFESSIONAL GROUPS**

* Women in Finance & Banking, Committee Chair
* Risk Management Association, Member
* Equipment Finance Association, Member
* Professional Liability Underwriting Society, Member

**SKILLS**

* Leading Individuals and Teams
* Strategy Development and Execution
* Collaborating with Others
* Innovation and Innovative Thinking
* Solving Problems
* Servant Leadership