

JOB DESCRIPTION – SENIOR CLAIMS NEGOTIATOR – JOHANNESBURG

The ideal candidate's key performance areas will be:

All aspects of claims handling including:

- New claims registration
- Assess merits of claim in terms of policy wording
- Appointment of contractors/loss adjusters
- Authorisation / rejection of claims
- Requests for claims payments
- Liaison with brokers and service providers

Behavioural dimensions:

- Attention to detail
- Deadline orientated
- Strong admin skills with an ability to prioritise workload
- Good interpersonal skills
- Assertive

Candidate Requirements:

- Education: (not negotiable) Matric
- A minimum of 10 years' commercial claims experience in the insurance industry
- Short-term Insurance qualifications will be an added advantage
- Being FAIS compliant will be an added advantage
- Fluency in English and Afrikaans
- Computer Literacy (MS Word, Outlook and Excel)

Remuneration:

Annual Cost to Company package inclusive of a performance-based bonus: Negotiable

Pension scheme and Group life insurance