

ENTER THE REWARDING WORLD OF INSURANCE!

We, People's Insurance PLC is a fast growing business entity in insurance sector, achieving benchmark industry standards with record breaking results and serving a premier portfolio of customers. In order to strengthen the growth and stability, the Company is in search of purpose-driven dynamic person who could further build upon the hard-earned reputation of reliability, trust and unparalleled service by passionately working towards meeting the objectives of respective department functions.

Expression of Interest to join as a Staff Assistant Grade II – Non Motor Claims

Key Responsibilities

- Preparing and maintaining claim files
- Review and validate claim documentation
- Underwriting of all non-motor insurance claims according to the respective policy conditions, follow-up with outstanding claims, updating reserves etc. with a guidance from senior officer
- Maintain good communication with clients and intermediaries
- Handling customer inquiries
- Proper coordination with all other Departments within the Company in carrying out day to day functions.
- Persistency achieving service standards

Applicants should possess the following

- G.C.E O/L six passes with Credits for Mathematics and English
- G.C.E A/L three passes.
- Good communication skills
- Knowledge about MS Office packages
- An Insurance Foundation Certificate from the Sri Lanka Insurance Institute (SLII) or any other insurance related qualification will be an added advantage.

An attractive remuneration package together with the opportunity for further advancement in a team-driven corporate environment awaits the selected candidate. If the above position interests you and are able to meet these expectations, please forward a complete resume with contact details of two non-related referees within 10 days of this advertisement to the following address.

Only those who possess the above prerequisites should apply.

Email: careerspeoplesinsurance@plc.lk

(Please quote the position that you wish to apply as the subject of the e-mail)

A member of People's group

