

ENTER THE REWARDING WORLD OF INSURANCE!

People's Insurance PLC is a fast growing business entity in the insurance sector, achieving benchmark industry standards with high profitability and serving a premier portfolio of customers. In order to strengthen the growth and stability, the Company is in search of a 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.

Branch Underwriter for Leasing Unit Work location-Head Office

Key Responsibilities

- Coordinate with relevant technical departments at Head Office on Branch claims & underwriting matters.
- Maintain service standards to capture more businesses and secure renewals of Leasing Unit.
- Ensure policies are issued on accepted proposals by sending all related documents to Head Office on time and ensure underwriting standards / quality.
- Ensure smooth claims administration by coordinating with all parties involved.
- Arrange business reports on target achievements on time.
- Analyze loss making customers and trends to ensure profitability of the branch.
- Maintain positive business and customer relationships in the effort to extend customer lifetime value.
- Handle customer complaints effectively and forward serious issues to the manager on duty.
- Assist Risk Surveys, Risk Inspections and on site claim inspections as advised by Head Office Technical Departments.
- Adhere to the instructions given on salvage collection and selling process within the branch.
- Remind sales officers on timely collection of premiums
- Actively Participate in Branch meetings
- Attend actively and complete special assignments/responsibilities given by the superiors.

Applicants should possess the following

- G.C.E O/L with English and Mathematics and G.C.E (A/L) minimum 3 passes
- Preferred qualification in insurance back ground.
- Hands on experience in insurance industry
- Knowledge in MS Office packages and Insurance products
- Ability to follow procedure correctly with time management
- An influential communicator
- Good relationship/ interpersonal skills

An attractive remuneration package together with the opportunity for further advancement in a team-driven environment awaits the selected candidate.

If the above position interests you and if you feel that you have it in you 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 qualifications should apply.

Email: careerspeoplesinsurance@plc.lk

(Please specify the designation that you wish to apply as the subject of the e-mail)

A member of People's group

