

Job Advertisement

Company Details	
Company Name*	Well Link General Insurance Company Limited
Company Description	Well Link General Insurance Company Limited, formerly known as Direct Asia Insurance (Hong Kong) Limited, is a member of Well Link Insurance Group Holdings Limited, a HK based financial institution. Well Link Insurance provides peace of mind to customers in offering comprehensive insurance protection to meet customers' insurance needs coupled with our quality and professional services, we strengthen our market position as a preferred Insurance Company of our customers. Besides, we value our employee who are our greatest assets and we expect to offer rewarding career opportunities to our employees. Candidates who are interested in developing his/her own career life with us as an Insurance Professional are encouraged to apply for the job.
Location*	Taikoo
Classified Start Date	9/3/2021
Job Details	
<input checked="" type="checkbox"/> Non-sales Position (Back-office) # <input type="checkbox"/> Sales Position (Front-line) #	
Position*	Claims Specialist / Senior Claims Specialist
Department*	Claims
Job Category	Claims
<ul style="list-style-type: none"> • Job Description/ Duties* 	<ul style="list-style-type: none"> • As a part of Well Link Insurance, he/she will promote our brand vision/company values and comply with company's working practices and business ethics • Provide high-quality claims services for all line of business that in line with the company objective and department goals • To analyze and identify specific trends in controlling claim costs effectively and closely work with inter-departments across functions • Responsible for managing Personal and Commercial lines claims in line with the policies and comply with relevant protocols in the Claims Manual • Ensure fast and fair settlement of claims from customers and the third party claimants with the pre-defined authority limit • Deliver the highest level of consistent, quality

	<p>claims services to our customers and come across as knowledgeable, friendly and customer oriented</p> <ul style="list-style-type: none"> • Handle the claims hotline • Ensure to make accurate claims reserving and regular review of the outstanding cases • Claim document management including verification, indexing, reserving, payment and fillings etc • Perform ad hoc duties as assigned by Senior
Requirements*	<ul style="list-style-type: none"> • Professional qualification such as IIQE/ANZIIF/ACII and related discipline • Minimum 2-3 years relevant experience in handling general insurance claims • Good technical and negotiation skills • Excellent command of written and spoken in Chinese, English and proficient in Mandarin • Must be proficient with Word, Excel, PowerPoint • Effective interpersonal & communication skills with internal • Able to work independently and work under pressure
Application Method*	<ul style="list-style-type: none"> • Please send your full resume stating latest and expected salary to Human Resources Manager at careers@wli.com.hk. • We are an equal opportunity employer and welcome applications from all qualified candidates. • All personal data provided will be treated in the strictest confidence and used only for recruitment related purposes. All personal data will be destroyed after 6 months of submission.
Application Deadline	8/4/2021
Year(s) of Working Experience*	<ul style="list-style-type: none"> • At least 2-3 years of experience
Employment Type	Full Time
Additional Benefits	<ul style="list-style-type: none"> • Dental insurance • Five-day work week • Life insurance • Medical insurance