

Company Details	
Company Name	Asia Insurance Co., Ltd.
Company Description	Asia Insurance is one of the leading general insurers in Hong Kong. Founded in 1959, Asia Insurance is noted for its financial strength (strong capitalization, high liquidity and a Standard & Poor's "A" rating), distribution network and quality client base. Over the past few years, Asia Insurance has focused on growth and innovation, and has formed a number of successful joint ventures and partnerships around the region, including in Mainland China. It has the most comprehensive product range including well-designed and attractively priced conventional and niche market insurance products. Apart from its head office in Hong Kong, Asia Insurance distributes its products and services oversea via its Macau and Taiwan branches.
Location	Sai Ying Pun
Classified Started Date	asap
Job Details	
<input checked="" type="checkbox"/> Non-sales Position (Back-office) <input type="checkbox"/> Sales Position (Front-line)	
Position	<b>Operations Manager – Employee Benefits</b> (Job Ref: AI/EBOM/HKFI)
Department	
Job Category	
Job Description / Duties	<p>The incumbent will be responsible for:</p> <ul style="list-style-type: none"> <li>• Responsible for the day-to-day planning and Oversee the operation for Employee Benefits Department</li> <li>• Setup and review the KPI for all the operation team members</li> <li>• Approval and implementing effective claims management strategies</li> <li>• Handle and carry out investigation for the complaint cases</li> <li>• Supports Underwriter in developing client portfolio management strategy/planning to ensure alignment to business goals and objective.</li> </ul>

	<ul style="list-style-type: none"> <li>• Responsible for the Ad Hoc Projects in related to system, business or product development/enhancement</li> <li>• Furnish month-end reports for Management review</li> </ul>
Requirements	<ul style="list-style-type: none"> <li>• Degree Holder</li> <li>• Possess FLMI / ACII / ANZIIF or in progress</li> <li>• 8 - 10 years' experience in managerial position of Life / EB Department</li> <li>• Experience in management of claims/business portfolio</li> <li>• Strong Medical Knowledge background would be an advantage</li> <li>• Mature and able to work independently</li> <li>• Excellent interpersonal and communication skills</li> <li>• Good command of both written and spoken English</li> <li>• Demonstrate good presentation skills</li> <li>• Good problem solving and decision making skills</li> <li>• Candidate with less experience will be considered as Assistant Operation Manager</li> <li>• Daily operation and ensure enhancement</li> </ul>
Application Method	<p>Interested parties may apply with full resume including present &amp; expected salary, contact phone number, job reference code above and e-mail to <a href="mailto:join-us@afh.hk">join-us@afh.hk</a>.</p> <p><i>All information provided by applicants will be used in the strictest confidential in accordance with the employer's personal data policy and will be handled by authorized personnel for recruitment-related purposes only.</i></p>
Application Deadline	
Year(s) of Working Experience	8 - 10 years' experience in managerial position of Life / EB Department
Employment Type	
Additional Benefits	Asia Insurance committed to offer good career prospects, 5 days week, 16 days Annual Leave, Birthday Leave, competitive remuneration and benefits package.