

Job Advertisement

Company Details	
Company Name*	Asia-Pacific Property & Casualty Insurance Co., Ltd.- Hong Kong Branch
Company Description	A fast-growing and expanding general insurance company offering property damage insurance, liability insurance, credit insurance, guarantee insurance, short-term health insurance, accident insurance, etc.
Location*	Ngau Tau Kok
Classified Start Date	Immediate
Job Details	
<input checked="" type="checkbox"/> Non-sales Position (Back-office) # <input type="checkbox"/> Intermediary / Sales Position (Front-line) #	
Position*	Officer, Underwriting/Marketing
Department*	Marketing
Job Category	
Job Description/ Duties*	<ul style="list-style-type: none"> • Responsible for underwriting of insurance in accordance to the Company's guideline • Assist in handling facultative reinsurance inward business • Provide quality account servicing to grow the business portfolio • Liaise with clients and business partners on quotation and renewal • Establish and maintain good relationship with clients and business partners • Coordinate with internal and external parties to ensure the smooth operation of the customer services function of the team • Assist in managing daily policy administration operations • Assist in a new system implementation project
Requirements*	<ul style="list-style-type: none"> • 2 years' of relevant experience in general insurance industry • University graduate; holders of ANZIIF qualifications or equivalent • Good analytical, interpersonal and

	<p>underwriting skills</p> <ul style="list-style-type: none"> • Customer-oriented and excellent problem-solving skill • Able to work independently and under pressure • Good command of written and spoken English and Chinese • Immediate available is highly preferred • Candidate with more experience will be considered as Senior Officer
Application Method*	<p>Interested parties please send your resume with expected salary to vickywong@apiins.com (All personal data collected would be used for recruitment purpose only)</p>
Application Deadline	16 August 2019
Year(s) of Working Experience*	2
Employment Type	Full Time, Permanent
Additional Benefits	We offer 5-day week, competitive remuneration package and good career prospects to the right candidate.