

Company Details	
Company Name	The Tokio Marine & Fire Insurance Co. (HK) Ltd
Company Description	<p>The Tokio Marine and Fire Insurance Co. (HK) Ltd. ("TMF(HK)") is a member of Tokio Marine Group, one of the largest international insurance groups in the world.</p> <p>Tokio Marine's presence in Hong Kong can be dated back to 1879. The business has been growing together with the post-war economy of Hong Kong since 1953. TMF(HK) is now one of the top Marine Cargo insurance companies in Hong Kong with a credit rating of A (S&P).</p>
Location	Admiralty
Classified Started Date	1 Jun 2023
Job Details	
<input checked="" type="checkbox"/> Non-sales Position (Back-office) <input type="checkbox"/> Sales Position (Front-line)	
Position	Senior Officer – Marine Cargo
Department	Claims
Job Category	Insurance Claims
Job Description / Duties	<ul style="list-style-type: none"> • Access and process the Marine Cargo Claims • Provide claims service and handle claims enquiries to Customers (internal & external) • Assists in preparing claims statistics / report • Other ad hoc project as required
Requirements	<ul style="list-style-type: none"> • Diploma or above with recognized insurance professional qualification such as ANZIIF or CII • At least 3 years' relevant experience in handling marine Cargo claims or equivalent is preferable • Fluent in spoken and written English & Cantonese • Proficiency in PC skills including MS Word, Excel and AS400 • Able to work independently and under pressure • Good communication and interpersonal skills • Strong sense of responsibility, organized, detail-minded <p>Less experience will be considered as Officer</p>
Application Method	Interested parties please send full resume with current and expected salary to hr@tokiomarine.com.hk
Application Deadline	31 Dec 2023
Year(s) of Working Experience	Minimum 3 years
Employment Type	Full Time, Permanent
Additional Benefits	Dental insurance, Double pay, Discretionary Bonus, Birthday Leave, Education allowance, Five-day work week, Life insurance and Medical insurance.