

## Job Advertisement

<b>Company Details</b>	
Company Name	MSIG Insurance (Hong Kong) Limited
Company Description	<p>Headquartered in Japan, MSIG is a long-established global insurer with 14,000 dedicated employees. We are a non-life insurer with the largest insurance network in Asia, operating through an international framework of over 40 countries and regions. Our affiliation with Hong Kong alone stretches back over 150 years.</p> <p>We go above and beyond the call of duty in every aspect of our operation, and we are taking this mandate to develop our people into world class insurance professionals of the highest calibre. Today, we are inviting applications from talented individuals who share our passion for excellence. The opportunity is here for you to excel yourself and expand your potential to the best of your limit.</p>
Location	Taikoo
Classified Start Date	17 Mar 2023
<b>Job Details</b>	
<input type="checkbox"/> Non-sales Position (Back-office) <input checked="" type="checkbox"/> Intermediary / Sales Position (Front-line)	
Position	Assistant Manager, Agency
Department	Agency
Job Category	Agency
Job Description / Duties	<ul style="list-style-type: none"> <li>• Attract and retain quality business and provide services to agents and customers</li> <li>• Assist in developing Company's targeted new business to all potential agents and pursue any new business prospects or referrals</li> <li>• Monitor the underwriting results &amp; maintain close relationships with assigned agents</li> <li>• Assist to identify and develop new products, services, agents, brokers and customers</li> <li>• Control the dispatch of expiry notices and policy documents to agents concerned</li> <li>• Maintain good operations standard in respect of policy document processing and output as required and complied with company guidelines</li> <li>• Responsible for any ad hoc duties as assigned</li> </ul>
Requirements	<ul style="list-style-type: none"> <li>• Associate Degree or above in any discipline</li> <li>• At least 7 years of experience in General Insurance</li> <li>• Professional qualification in ACII/ANZIIF would be an advantage</li> <li>• Solid knowledge in underwriting GI products and experienced in account servicing/management</li> <li>• Good sales planning, strong network and business acumen with excellent communication, negotiation and presentation skills</li> <li>• Proactive, independent, sales-driven, customer-oriented and good team player</li> <li>• Good supervisory, analytical and problem-solving skills</li> <li>• Good command of both spoken and written English and Chinese</li> </ul>
Application Method	Interested parties please send full resume with current and expected salary to <a href="mailto:hrdivision@hk.msig-asia.com">hrdivision@hk.msig-asia.com</a>
Application Deadline	31 Dec 2023
Year(s) of Working Experience	Minimum 7 years
Employment Type	Full Time, Permanent
Additional Benefits	Dental insurance, Double pay, Education allowance, Five-day work week, Life insurance, Medical insurance