

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	13 June 2023
Job Details	
<input checked="" type="checkbox"/> Non-sales Position (Back-office) <input type="checkbox"/> Sales Position (Front-line)	
Position	Assistant Manager
Department	Business Development
Job Category	Business Development _Corporate Team
Job Description / Duties	<ul style="list-style-type: none"> • Responsible for servicing Brokers and reinsured • Prepare quotations and answer enquiries mainly for Corporate Business through International Brokers • Assist in products development enhancement • Able to generate relevant statistics / underwriting report for business analysis purpose • Delegate instruction to policy administration for policy issuance • Knowledge in using pricing engines, underwriting pricing models and reviewing underwriting guidelines for General Insurance products • 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 5 years' relevant experience in General Insurance experience in Business Development or Marketing area • Excellent command of spoken and written English & Cantonese • Proficiency in PC skills including MS Word, Excel and PowerPoint • Able to work independently and under pressure • Good communication and interpersonal skills • Self-motivated and attention to details • Demonstrated a good team work player • Customer oriented <p>Less experience will be considered as Senior Officer</p>
Application Method	Interested parties please send full resume with current and expected salary to hr@tokiomarine.com.hk

Application Deadline	31 December 2023
Year(s) of Working Experience	Minimum 5 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.