

JOB POSTING REQUEST FORM

JOB DETAILS	
Reference #	CP-481-2022
Company Name	AJA GROUP HOLDING
Industry	International trade, import/export and distribution, Logistics.
Vacancy	Insurance & Claim Officer
Number of vacancies for that position	1
Job Type (<i>FT, PT, Contractual, Seasonal</i>)	FT
Major(s)	Insurance
Degree	Bachelor
Years of Experience	At Least 2 years
Location	Lebanon
Remuneration & Benefits	According to experience
Currency (LBP, Dollar, Lollar)	Dollar
Tasks & Responsibilities	<p>Job Responsibilities</p> <ul style="list-style-type: none"> Responsible for a timely and professional assistance and support including analysis. Reporting and advocacy of current, future or potential claims. Maintain positive relations with co-workers, claimants, suppliers, forwarders, or any other involved entity. Insurance and Claims Officer shall actively monitor and manage claim files, settlements and deadlines. <p>Qualifications and Education Requirements</p> <ul style="list-style-type: none"> University Bachelor Degree in the Insurance field or similar Experience in the Insurance field, claims service and Claims handling. Minimum experience of 2 years Knowledge in Marine Insurance is a plus

JOB POSTING REQUEST FORM

Preferred Skills

- Strong written and verbal communications skills.
- Ability to create effective presentations and present case.