

## Claims Manager Jobs In Dubai | Insurancemarket

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Company: Insurancemarket

Location: dubai

Category: other-general

### Claims Manager Jobs In Dubai | Insurancemarket

#### Description

Coordinating with clients and assisting with registering and preparing documents for property, casualty, business interruption, marine, financial lines, and other general insurance claims including evaluating coverage, offering guidance on claims and risk management.- Coordinating & negotiating with Loss adjusters and insurers to ensure the best possible outcome in favor of our clients-Tracking and monitoring claims. Ensuring timely follow-up with all parties involved.

#### Responsibilities

Excellent organizational skills with the ability to manage and prioritize own workload whilst adhering to tight and pressing deadlines

Positive, prompt, energetic, eager to learn, and take on new tasks with enthusiasm

Open to constructive feedback

Ability to learn and adapt quickly, and thrive in a high-pressure environment

Ability to work on own initiative as well as being a team player

#### Requirement

2-3 years of relevant experience in handling Property and Casualty Claims with a reputed Broking Firm

Very good communication skills and business coordination with external partners

IT savvy, attentive to details to provide accurate quotations to the client, can easily learn and multi-task in different systems, portals, and applications used in the pre-sales process

Minimum 30 wpm and 96% accuracy

Confident in providing prompt and consistent administrative and back-office support on quotations, inquiries and follow-ups, policies issuance, etc.

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