

Assistant Vice President – Health Claims

We are seeking an individual for the role of AVP – Health Claims. Are you a professional that has excellent leadership and project management skills? Do you want to use your skills to drive activities to achieve business and human capital growth? Then you'll be interested in this exciting opportunity as a career with our Group Insurance Health Claims team.

Core responsibilities include:

- Responsible for the execution of departmental plans and objectives to ensure efficient and effective application of business processes and controls
- Responsible for monitoring and evaluating workflow analysis, improvements and system audits, ensuring adequate resources are available and recommending and implementing adjustments or improvements where indicated
- Provide ongoing coaching and feedback to enhance the contributions, competencies and performance of the Health Claims teams
- Participate, consult with and maintain liaisons with internal stakeholders, external vendors, providers, panels and boards in support of Group Health initiatives
- Lead and motivate staff to achieve excellent customer service standards, recognize accomplishments, and serve as a role model and coach by providing feedback to improve performance and executing progressive discipline as needed
- Evaluate, analyse new services, providers and health trends and where appropriate credential new providers, develop and maintain processes and standards for the review of procedures to determine medical necessity

Qualifications and experience required:

- Minimum of five to seven years in a leadership, management role within the health insurance industry
- University or technical school graduate in a relevant field
- A thorough knowledge of health and dental claims policy and procedures
- Strong leadership and interpersonal skills with the ability to hire, lead, develop, evaluate, motivate and retain staff in a customer-focused setting
- Familiarity with Bermuda's healthcare system
- Ability to work well under pressure

Closing Date: Thursday, March 3, 2016

Send your resume to: Human Resources Department
The Argus Group, 14 Wesley Street, Hamilton HM11 or,
The Argus Group, P.O. Box HM 1064, Hamilton HM EX
tel: 295-2021 fax: (441) 292-6763
email: resume@argus.bm www.argus.bm



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