

# Join a world-class organisation

Chubb Bermuda Insurance Ltd. invites applicants for the position of **Claims Analyst**. Reporting directly to the Vice President, Claims, the successful applicant will play an integral part of the Claims team.

With operations in 54 countries, Chubb is one of the world's largest multi-line property and casualty insurers.

## **Duties and responsibilities include, but are not limited to:**

- Managing Excess Liability claims, including coverage, liability and damage analysis, and spearheading appropriate actions to be taken
- Proactively anticipating developments in major matters, recommending appropriate actions, and ensuring appropriate Severity coding
- Ensuring timely acknowledgements and other appropriate responses to claims
- Interacting with brokers, underwriters, clients, other insurers and outside counsel
- Developing necessary information for the investigation of reported claims
- Reporting significant claim developments to management
- Preparing necessary data and reports for management on a timely basis; and
- Any other duties as they arise

## **Qualifications and experience:**

- At least five (5) years' experience handling Excess Liability Claims
- A four-year undergraduate degree from an accredited college or university
- Proficiency in Microsoft Word and Excel
- Excellent analytical, writing, interpersonal and organisational skills
- The capacity to work on one's own initiative and to thrive in a team based environment
- Sound judgment, intellectual curiosity and the ability to prioritise work
- A strong work ethic

**CHUBB®**

## **Deadline for receipt of applications:**

**Friday 27 October 2017**

Please apply with cover letter and resumé to:  
Human Resources  
Chubb Group Management and Holdings Ltd.  
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Hamilton HM DX, Bermuda  
O +441.295.5200  
E Bermuda.humanresources@chubb.com  
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**Chubb. Insured.™**