

Lawley

INSURANCE | EMPLOYEE BENEFITS

Personal Insurance Claims Consultant

Position Focus:

- Act as a liaison between the agency, carriers and clients to maintain effective working relationships
- First report of claims, extend full courtesy and help to clients and third party claimants
- Review coverage denials to determine the exclusions are appropriate and negotiate favorable resolutions with the carrier and the client
- Reviewing accounts for adequate coverage and recommending appropriate coverage to account manager
- Conduct open claim review and follow up on open claim diaries to insure proper handling or settlement
- Support all Lawley initiatives as requested, guided by company values, sales culture, business needs and scorecard

Successful candidates possess:

- At least three years of experience in a similar or related position
- Relevant knowledge of personal lines claims adjustment and evaluation process
- Microsoft Office experience and skills are a must; EPIC experience preferred
- Ability to work well independently and on a team
- Property/Casualty license and/or claims-related designation preferred
- Open to continuing education, Associate degree or higher preferred
- Positive attitude, even in a fast paced environment
- A passion to make customers and coworkers feel important and valued
- Capability to work quickly and efficiently
- Methodical, yet swift decision making skills
- Precise verbal and written communication skills, even under time constraints

What's in it for you? *The Lawley Advantage!*

- Fulfilling career securing your clients' well being
- Competitive salary AND referral bonuses
- Great Benefits (Medical, Dental, Vision-- the works!)
- Educational and growth opportunities
- Generous PTO and 401K upon hire
- Comfortable, family oriented culture
- Office hours 8-4:30
- Lawley is not a call center environment
- Work hard, play hard!!!



'Lawley provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to age, race, creed, color, religion, sex, sexual orientation, national origin, citizenship, immigration status, gender identity or expression, military status, familial status, marital status, disability or genetics.'