



Allianz

Join us.
Let's care
for tomorrow.

ALLIANZ INSURANCE LAOS

Underwriter- Retails & SME Business - P&C department



Location
Vientiane
(Laos)



Job level
Bachelor degree



Expereince
1-2 years experiences



Full time

Key responsibilities/What you do

Underwrites profitable new and renewal standard business to meet the assigned targets. Has ownership of accounts and clients including negotiation of participation, pricing, terms, and conditions. Develops and maintains strong relationships with business partners, agents, and clients.

- Execute day-to-day pricing and underwriting and completing all underwriting process for all Property and Liability lines of business for Retails/SME business.
- Execute the underwriting process by ensuring the accuracy, completeness of relevant information and support documentation for standard operation
- Perform underwriting decisions in daily operation and follow the Group and internal guidelines and standards
- Check and follow up premium payment, unpaid list of all contracts under responsibility and verify request for contract reinstatement or cancellation with completion all process in system.
- Check and issue renewal notice
- Coordinate with sales, request for proposal response, and other business functions to submit timely and complete request for proposal responses
- Assist line manager in analysing underwriting workflow, procedures and standards, identifying concerns
- Maintain knowledge of products and services to enhance underwriting skills
- Support underwriting of other underwriters when they are absent
- Perform other tasks as assigned by line manager and/or Head of Department.

Key requirements/What you bring

- Lao nationality
- **Bachelor's Degree, preferably in business-related field or banking**
- Experience in underwriting property or other P&C products is preferable
- Good in English speaking and writing
- Customer oriented and strong business mindset
- Good computer skill (MS Office – Word, Excel and PowerPoint)
- Good communication skill (e.g. E-mail, WebEx, MS Teams, etc...)

Key benefits/What we offer

We at Allianz Insurance Laos offer a flexible working hour, an out of work activities, a positive learning and growing environment to support your professional career and personal developement.

We also believe in a diverse and inclusive workforce and are proud to be an equal opportunity employer. We encourage you to bring your whole self to work, no matter where you are from, what you look like, who you love or what you believe in.

Apply now

Submit your CV, fill out the application form and send to recruitment@agl-allianz.com Tel: (21) 215903, Ext: 218

→ www.azlaos.com/en_LA/career.html

JOIN ALLIANZ. LET'S CARE FOR TOMORROW.

