



## Now Hiring - Claims Adjuster

**Kent & Essex Mutual Insurance** is a well-established local mutual insurance company that prides itself on professional, friendly customer service provided by a team of insurance professionals who understand our policyholder needs and put our customers first. Our office is located in Chatham, Ontario

As an Adjuster, you will be expected to: conduct thorough investigations, determine coverage and validity of claims, interview and communicate with insureds, claimants and witnesses, inspect claim sites and negotiate settlements. Adjusters review the policy wordings to confirm applicable coverage for the loss, as well as set adequate reserves while maintaining the proper level of privacy, discretion and confidentiality at all times.

The Claims Adjuster handles a variety of claims in several lines of insurance business including: Liability, Commercial, Property, Auto and/or Farm. You will balance your time between the office and working at the site of the claim to conduct investigations while utilizing your own vehicle for travel.

### Qualifications

- Graduate of a community college program or equivalent experience
- Strong industry knowledge (preference will be given to experienced applicants / junior applicants can apply).
- Knowledge and understanding of the life cycle of an insurance claim.
- Required - Must possess a valid Ontario Driver's Licence with a clear Motor Vehicle Driver (MVR) report with no major violations and/or convictions.
- Excellent verbal and written communication skills.
- Ability to work independently in high pressure or emotional situations.
- Analytical, research and basic mathematical skills along with basic understanding of building construction materials and techniques.
- Ability to develop and maintain productive working relationships with peers, clients and industry professionals.
- Proficient in MS Office Suite including: Word, Excel and Outlook.
- Ability to remain professional and tactful when dealing with difficult and challenging situations.

### What Do We Offer?

- A stable and progressive environment that values integrity, respect, cooperation, teamwork and a little bit of fun!
- Opportunity for continual skill development and career growth.
- A competitive compensation package with health / dental benefits and a pension plan.
- A focus on a positive work-life balance while working with an amazing team!

### How to Apply?

Qualified candidates are invited to forward their resumes in confidence to the attention of Human Resources [hr@kemutual.com](mailto:hr@kemutual.com) by 4:00 pm on Friday, February 8, 2019. We thank all applicants for their interest and wish to advise that only those candidates selected for an interview will be contacted.

For more information about **Kent & Essex Mutual Insurance** and to learn about our rich history in our community please visit our website [www.kemutual.com](http://www.kemutual.com). Appropriate accommodations will be provided upon request throughout the hiring process as required under the Accessibility for Ontarians with Disabilities Act (AODA).