

VACANCY

Build Your Career with Sanlam

Sanlam is a leading Financial Services Institution, which provides services in the fields of Individual Life Insurance, Group Life Insurance, Unit Trusts and Asset Management. To give substance to its objective to be a fully-fledged Namibian Insurer, Sanlam is increasingly introducing greater financial and technical expertise. For this reason, it invites applications for the position of:

Medical Underwriter

The purpose of the position

The focus of the position is to efficiently and accurately manage risk by analysing medical and financial information.

Main duties and responsibilities include

- Underwrite risk benefits within company's underwriting terms
- Analyse medical information, request additional medical reports, analyse financial income data where necessary, and fully assess conditions to determine acceptability of risk
- Keeping detailed records of policies underwritten and decisions made
- Efficiently and accurately underwrites claims
- Liaise with brokers, advisers and reinsurance companies

Qualification & Experience Requirements

- A Bachelor's degree in Science (majoring in Biology and/or Physics and/or Mathematics) or equivalent qualification
- Minimum 3 years working experience in an administrative capacity in the life insurance industry
- Underwriting experience of at least 3 years or experience in the medical field will be an advantage
- Excellent communication skills in English. A local language will be an added advantage
- Assertive, pro-active; polite and tactful
- Administrative oriented, accurate and organised
- Ability to work in a team related environment
- Computer literacy (MS Word and Excel). Knowledge of the TE system would be an added advantage

Closing Date for Applications: 31 March 2020

Only short listed candidates will be notified. No documents will be returned.

Namibian Citizens who suit the above profile can submit their CV's to:

Human Resources Department

7th Floor, Sanlam Centre

(c/o Independence Ave and Fidel Castro Street),

PO Box 317, Windhoek, Namibia, For enquiries contact: 061 294 7111

CV's can also be emailed to - hynamibia@sanlam.com.na

