管培生 Management Trainee (欢迎应届毕业生)

工作职责 (Job Responsibilities)

我们现正招聘高素质的应届毕业生，培育成为未来的保险专业人才及管理骨干；透过在核心业务部门的轮岗，全面了解一般保险业务的运作。

你将有机会在以下部门进行轮岗培训：

1. **业务部 (Business Development / Sales Department)**
    - 学习一般保险产品知识
    - 协助开拓及维系经纪与代理渠道，处理保单查询及续保事宜
    - 参与市场推广活动及客户会议，了解市场需求及竞争动态
2. **承保部 (Underwriting Department)**
    - 协助进行风险评估及分析，审核投保申请及相关文件
    - 学习运用承保指引及定价策略，为不同风险制定合适的承保条件及保费建议
    - 处理核保相关的行政工作及与再保险公司协调
3. **理赔部 (Claims Department)**
    - 协助处理各类一般保险索偿个案（如：财物损失、第三者责任、人身伤害等）
    - 学习调查索偿事件、审核理赔文件及评估赔偿金额
    - 与客户、公证行及律师等外部机构沟通，确保理赔流程高效顺畅

职位要求： (Requirements)

1、 硕士或以上学历

2、 保险、金融、工商管理、经济、风险管理或相关领域的学科优先

3、 欢迎应届毕业生，有一般保险公司工作经验优先

4、 良好的分析能力、解决问题能力及数字敏感度

5、 能独立工作，积极主动

6、 精通 MS Word、Excel 及 PowerPoint

7、 良好的中英文写作能力，流利普通话、英文、及广东话优先考虑

内部参考：

1、本科毕业于 985、211 院校、双一流大学或同等及以上学历优先

2、硕士毕业于香港四大优先

3、有经验可适当放宽学历要求

Management Trainee (Fresh Graduates Welcome)

Job Responsibilities

We are currently recruiting high-caliber fresh graduates to grow you into future insurance professionals and key management talent. Through rotations across core business departments, you will gain a comprehensive understanding of general insurance operations.

You will have the opportunity to undergo rotational training in the following departments:

1. Business Development / Sales Department

- Learn general insurance product knowledge.
- Assist in developing and maintaining broker and agency channels; handle policy enquiries and renewals.
- Participate in marketing activities and client meetings to understand market demand and competitive dynamics.

2. Underwriting Department

- Assist in risk assessment and analysis; review insurance applications and related documents.
- Learn to apply underwriting guidelines and pricing strategies to determine appropriate underwriting terms and premium recommendations for different risks.
- Handle underwriting-related administrative work and coordinate with reinsurers.

3. Claims Department

- Assist in handling various general insurance claims (e.g., property damage, third-party liability, personal injury, etc.).
- Learn to investigate claims, review claims documents, and assess compensation amounts.
- Communicate with clients, loss adjusters, lawyers, and other external parties to ensure an efficient and smooth claims process.

Requirements

1. Master's degree or above.
2. Degree in insurance, finance, business administration, economics, risk management, or a related field preferred.
3. Fresh graduates welcome; experience in a general insurance company preferred.
4. Strong analytical and problem-solving skills and numerical sensitivity.
5. Able to work independently and proactively.
6. Proficient in MS Word, Excel, and PowerPoint.
7. Strong written Chinese and English skills; fluency in Mandarin, English, and Cantonese preferred.

Internal Reference

1. Bachelor's degree from a Project 985/211 institution, a Double First-Class university, or an institution of equivalent or higher standing preferred.
2. Master's degree from one of Hong Kong's top four universities preferred.
3. Educational requirements may be appropriately relaxed for candidates with relevant experience.

管培生 Management Trainee (歡迎應屆畢業生)

工作職責 (Job Responsibilities)

我們現正招聘高素質的應屆畢業生，培育成為未來的保險專業人才及管理骨幹；透過在核心業務部門的輪崗，全面瞭解一般保險業務的運作。

你將有機會在以下部門進行輪崗培訓：

1. **業務部 (Business Development / Sales Department)**
    - 學習一般保險產品知識
    - 協助開拓及維繫經紀與代理管道，處理保單查詢及續保事宜
    - 參與市場推廣活動及客戶會議，瞭解市場需求及競爭動態
2. **承保部 (Underwriting Department)**
    - 協助進行風險評估及分析，審核投保申請及相關檔
    - 學習運用承保指引及定價策略，為不同風險制定合適的承保條件及保費建議
    - 處理核保相關的行政工作及與再保險公司協調
3. **理賠部 (Claims Department)**
    - 協助處理各類一般保險索償個案（如：財物損失、第三者責任、人身傷害等）
    - 學習調查索償事件、審核理賠檔及評估賠償金額
    - 與客戶、公證行及律師等外部機構溝通，確保理賠流程高效順暢

職位要求： (Requirements)

1、 碩士或以上學歷

2、 保險、金融、工商管理、經濟、風險管理或相關領域的學科優先

3、 歡迎應屆畢業生，有一般保險公司工作經驗優先

4、 良好的分析能力、解決問題能力及數字敏感度

5、 能獨立工作，積極主動

6、 精通 MS Word、Excel 及 PowerPoint

7、 良好的中英文寫作能力，流利普通話、英文、及廣東話優先考慮

內部參考：

1、本科畢業於 985、211 院校、雙一流大學或同等及以上學歷優先

2、碩士畢業于香港四大優先

3、有經驗可適當放寬學歷要求