

Greetings!

I'd like to personally thank you for showing an interest in working at IndiaFirst Life.

We are an organization that cherishes growth while holding on to our Values First. We believe in the relentless quest for success, but not at the cost of our morals, ethics and well-being. At IndiaFirst Life, we celebrate employees who embody and champion our core values:

Be Honest, Do More, Think New and Be Helpful.

In return, we promise to **Celebrate Success, Accelerate Growth, Recognize Achievements, Empower Employees.** We believe in nurturing an ecosystem that shows real **CARE** for our employees.

Your application is the first step to a potentially fruitful partnership and career. With the right values, success is but a Certainty of life!

Regards,
Praveen Menon
Chief People Officer



JOB DESCRIPTION

JOB TITLE:	Assistant Manager/ Deputy Manager – Claims
GRADE	Assistant Manager/ Deputy Manager
LOCATION:	Corporate Office
OBJECTIVE:	To manage risk associated with all claims related activity
JOB SUMMARY:	<p>The Person will be responsible for –</p> <ul style="list-style-type: none"> ▪ Conduction of Risk Audits targeting Processes, Performance, Systems, Compliance ▪ Data audit and analytics. ▪ Management of Legal Cases, Fraud Control ▪ Creation of Risk Models and Algorithms ▪ Team Training ▪ MIS Creation and Submission – all MIS – regulatory, internal and external on a periodic or ad hoc basis
KEY PERFORMANCE INDICATORS	<p>The achievement of the following results is expected –</p> <ul style="list-style-type: none"> ▪ Identification and closure of gaps in claims processes, systems ▪ Enhanced Team Performance and optimal resource utilization ▪ Feedback to Underwriting, Sales, Actuarial Teams ▪ Better Risk Coverage and Enhanced Customer Experience at Claims' stage ▪ Effective Fraud Control ▪ Minimization of risks of non-compliance ▪ MIS
WORK EXP.	Minimum of 5 years of overall experience in life / health insurance industry with hands on practice on MS-Excel, MS-Office, MS-Power point.
QUALIFICATIONS	Graduate in Risk Management disciplines. Candidates with experience and certifications in life - health insurance domain should be preferred.
COMPETENCIES	<ul style="list-style-type: none"> ▪ Knowledge of features and use of MS-Excel, MS-Office, MS-Power point. ▪ Communication skills, Analytical skills, Time Bound Execution.