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PD Claims Examiner Job Summary

Corporate Claims Service, Inc. is a third party administrator who specializes in the transportation industry. Our mission is Excellence in Service. We were founded in 1998 by an exceptional team of insurance industry veterans. We have the reputation for quality work, colleague friendly environment and progressive employment practices. Come be a part of our team and "Claim your Future".

Summary

We are seeking a highly motivated and ambitious PD Claims Examiner to aggressively investigate, evaluate, reserve, determine liability, negotiate and settle assigned multi-line rental, contingent leasing, business auto and trucking claims in accordance with Best Practices. Provide quality claim handling and superior customer service on assigned claims while engaging in indemnity and expense management. This is a full-time position

We offer a competitive salary along with medical, dental and vision insurance, 401K, paid vacation and a flexible work schedule.

Duties and Responsibilities

- Timely coverage analysis and communication with insured based on application of policy information to facts or allegations of each case
- Prompt and aggressive investigation of each claim through appropriate and effective contact with all necessary parties such as policyholders, insured's claimant, law enforcement agencies, witnesses, agents and technical experts to determine the extent to liability, damages and contribution potential. Take necessary recorded statements
- Identify subrogation opportunities
- Keep effective diary management system to ensure all claims are handled timely
- Responsible for prompt disposition of claims with insured's and claimants. Recognize and implement alternate means of cost-effective resolution
- Compliance with Best Practices
- Compliance with State specific regulations
- Fulfill specific serve commitments made to certain accounts
- Perform other duties as required

Requirements

- College degree or equivalent industry experience preferred
- 1+ years of claims handling/insurance experience preferred
- State license must be obtained as required
- Strong negotiation and customer service skills
- Strong organizational and time management skills
- Strong, effective communication skills
- Customer focus
- Computer proficiency, with knowledge of Microsoft Office
- Decision making

If you are a self-motivated, results-oriented professional who thrives in a fast-paced environment, please send a cover letter and resume to our Human Resources department at info@corporateclaims.net.

Corporate Claims Service is an Equal Opportunity Employer.