

Bodily Injury Claims Adjuster 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 Bodily Injury Claims Adjuster 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.

We offer a competitive salary along with medical, dental, vision, flexible spending account and life insurance; 401K (matching), paid vacation, professional development assistance and a flexible work schedule.

This is a full-time, in office position. Eight (8) hour shift, Monday to Friday.

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
- Perform other duties as required

Requirements

- 5+ years of bodily injury claims handling experience (required)
- Experience handling litigated files preferred
- Knowledge of multiple jurisdictions
- Professional designations a plus
- State licenses preferred as they will be required



3220 Tillman Drive
Suite 505
Bensalem, PA 19020

Phone (267) 332-0814
Toll-Free (800) 608-1010
Fax (267) 332-0841
www.CorporateClaims.net

- 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
- High school or equivalent (preferred)

Salary

From \$65,000 per year

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.