



EMPLOYMENT OPPORTUNITIES IN QBE EUROPEAN OPERATIONS

Job title: Schemes & Liquidations/Commutation Technician

Department: Legacy Business Management

Location: 88 Leadenhall Street, London

Role Summary

- Negotiate on behalf of the stakeholders within pre-determined limits with companies with the ultimate aim of securing our reinsurance asset through claim submission or commuting the stakeholders liabilities/assets and achieving best offer.
- Represent the Company/Clients at meetings with brokers, companies and scheme administrators.
- Perform commutation and insolvency activities according to policy and processes to ensure internal and external standards are adhered to.
- Perform contract and value reconciliation from target companies to contribute to a successful service performance.
- Consolidate contract and financial data for targeted companies, to enable commercial business decisions to be made.
- Once commutation or scheme/liquidation is finalised issue relevant internal emails and letters to brokers to inform parties of the commutation
- Produce concise, accurate and timely reports.
- Support the achievement of Key Performance Indicators against targets set within the business plan.
- Support the Legacy Business Managers in the development of a performance-orientated culture, enabling all staff to contribute effectively and be continually motivated to achieve high levels of productivity and outputs.

Experience:

- Proven track record of working in an insolvency and commutation orientated Insurance/Reinsurance environment.
- Comprehensive understanding of the processes involved in operating within the Insurance and Reinsurance Market.
- Experience of the provision of Management Information.
- Experience of working direct with reinsurers and 3rd parties.

Skills:

- Strong negotiation skills.
- Very high levels of attention to detail.
- Ability to work to challenging and shifting deadlines.
- Excellent inter-personal skills to build relationships across all levels of the organisation and with third parties
- Assertive and comfortable challenging the status quo.
- Ability to quickly familiarise themselves with the business and its strategic ambition and objectives.



- Able to manage ambiguity.
- Excellent written and verbal communications skills.
- Ability to work effectively in a multi-team environment, balancing the requirements of the customer and functional team