



ASSISTANT SUPERVISOR – UNDERWRITING

Job Description

The incumbent will assist the Supervisor / Manager in all aspects relating to Underwriting and Policy documents for General Insurance products (Property & Casualty) in compliance with company guidelines, eg to handle quotations and renewals of sizable corporate accounts placed in the Underwriting team.

Qualification Requirements

- Form 7 or above, with pass in English, Mathematics and Chinese
- 3 - 5 years relevant experiences
- Good interpersonal and communication skills
- Good command of written and spoken English & Chinese
- Hands-on PC skills in MS Word and MS Excel
- Candidates with Degree / Higher Diploma and/or professional qualifications (i.e. ANZIIF, IIQE – Paper I & II etc.) will be an advantage
- Immediate available is preferred

How to apply

Interested applicants, please send your CV to join-us@afh.hk along with a copy of your university transcript (unofficial is acceptable). In some cases, you may want to include a cover letter.

All information provided by applicants will be used in the strictest confidentiality in accordance with the Company's personal data policy for recruitment-related purposes only.