



Claims Support Analyst with languages

Wroclaw, Lower Silesia, Poland

We invent the new to help the world move forward. Combining powerful analytics and deeper insights with bigger ideas and innovative solutions, we free up our clients' potential, thereby fulfilling our own. Take it seriously. Make it fun. Know it matters.

MAXIMIZE your opportunity

Being a part of our Claim Operations Poland, you add value to the organization as you are directly aligned to organizational goals. It's a unique team in terms of learning as we cater to all the countries where XL Catlin has offices and we support all line of businesses (**Property, Casualty, Professional and Specialty**) and all products.

Our claims team in Poland receives loss notifications (first notice of loss) directly from our brokers/insured across the world and set up claims as per defined standard operating procedures and service level agreement. As a member of our team, you will be required to use your knowledge and learning's at work to identify claims loss details from the first notice of loss. A major part of our team also work as actual claim owners on follow business (Coinsurance) and do reconciliation/triaging of monthly/quarterly statements and process financials as per leader's instructions.

What will your essential responsibilities include?

- Index claims related documents for various lines of businesses.
- Create first notice of loss & setup incident only claims in our claims systems.
- Reconcile coinsurance bordereau and enter payments/reserves in our claims systems.
- Work together with onshore teams to resolve complex scenarios and ask for additional information when needed.
- Maintain proper documentation of all the procedures and updates.
- Be part of the process meetings and participate in monthly/quarterly audio & video conference calls.
- Make sure to achieve service level agreements and meet set quality standards at all times.

You will report to **Claims Team Leader**

UNLEASH your potential

We're looking for someone who has these abilities and skills:

- University degree



- Proven experience in insurance industry preferably in (re)insurance claims area (ability to read and interpret insurance data) will be an asset
- Excellent data processing skills
- Computer literate including Microsoft Outlook, Word, Excel, PowerPoint and other commonly used software
- Fluent English and Dutch, Spanish, Portuguese, Italian, or German, both spoken and written are a must.
- Inquisitive mind with strong analytical thinking skills
- Good organizational skills and excellent attention to detail
- Excellent people skills; communicative and open to new challenges

We offer:

- Amazing modern workspace in heart of the city
- Day off on your birthday
- Flexible working hours and opportunity to work from home
- Lunch allowance
- Fresh fruits every morning in our kitchen
- Multisport and cinema card
- Luxmed health insurance with dental package included and Pramerica life insurance
- Improving your language skills by working in multicultural environment with English use on a daily basis

DISCOVER your future

XL Group plc (NYSE:XL), through its subsidiaries and under the XL Catlin brand, is a global insurance and reinsurance company providing property, casualty, professional, specialty and alternative capital products to industrial, commercial and professional firms, insurance companies and other enterprises across the world.

From insurance to reinsurance, we're shaking up an ancient industry. A changing world needs new answers. We're here to find them. With an incredible blend of people, products, services and technology, we're looking beyond traditional solutions to our clients' risks — from the most familiar to the most complex.

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