



## Claims Representative

Tradition Mutual Insurance Company (TMI) is seeking an enthusiastic, customer centric and career oriented individual who possesses exceptional organizational, telephone and communication skills to fill the position of Claims Representative.

### You will:

- Provide timely, professional and efficient customer service to policyholders during a time of loss.
- Ensure coverage verification, investigation and evaluation of claims, file documentation, reserve and payment management
- Respond to enquiries from agents and brokers regarding the claims process, decisions and interpretation of policy forms.

### Qualifications:

- Excellent Interpersonal and Communication skills
- Computer skills including experience with Microsoft Office Software
- Exceptional organization skills
- Completion of, or working towards the CIP designation
- A farm background or familiarity with agricultural claims would be an asset

### We offer:

- Competitive salary and benefits package
- A supportive team based work environment
- An Employee Profit Sharing Plan

TMI is a policyholder owned, community focused, property and casualty insurance company with \$15 million in Gross Written Premium annually. It offers high quality insurance products and coverage for farm, automobile, home and commercial through a dedicated staff of professionals, experienced agent sales force and a supportive broker distribution network. The Sebringville head office is located just outside of Stratford and has served Perth County and surrounding areas for more than 140 years. ([www.traditionmutual.com](http://www.traditionmutual.com))

Those interested in this opportunity can apply in confidence by **January 31, 2020** to:

Jeff Irwin, Claims Manager  
Tradition Mutual Insurance Company  
P.O. Box 10,  
Sebringville, ON  
N0K 1X0  
or by email: [jirwin@traditionmutual.com](mailto:jirwin@traditionmutual.com)