



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 wordings and 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 over \$20 million in Gross Written Premium annually. We offer 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 145 years. (www.traditionmutual.com)

Those interested in this opportunity and joining the Tradition team can apply in confidence by **December 15, 2023** to: Jeff Irwin, Chief Operations Officer at jirwin@traditionmutual.com

Tradition Mutual is an equal opportunity employer.

We thank all that are interested however only candidates selected for an interview will be contacted.