

Claim an apprenticeship in insurance

Part of **RSA** 



See more about us at
www.insurancecorporation.com

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Creating a working
environment, where
the team can be the
best they can be.

Claims Apprentice

Contract type	Permanent full-time
Salary	Dependent on your skills, qualifications & experience
Hours	8.30am to 5pm (Mon-Fri) with 1hr 30mins lunch (35 hours)
Department	Claims
Reports to	Senior Claims Handler - Service
Location	Guernsey

How to apply

Send us a covering letter/email including a copy of your CV to:
michelle.c.steele@insurancecorporation.com

Closing date for all applications:

7th February 2023

Should you be successful at going forward to interview, please can you keep Wednesday 22nd February 2023 from 1-5pm free.

Purpose of the role

With insurance claims you never know what to expect next. It could be a lost diamond ring, a water leak from a ceiling or a prang to the front of a beloved car. As a member of our Claims team, you will get to play an important role within our business. You will gain first-hand experience of what insurance claims are all about, as well as speaking to customers on the phone, you will find yourself reviewing cases, talking to third-party suppliers and supporting our anti-fraud activities.

Your role will focus on analysing and weighing up the unique facts of each case, then using your skill and judgement to decide on the right course of action. You will be given the tools and training to make claims handling decisions and provide support to our Claims team.

Earn as you learn

We will invest in your future from Day 1. You will quickly learn about our business and develop professional skills and build strong relationships with our Brokers. In addition to earning a salary, we will also fully support your professional development. To enhance your career potential and further your knowledge in the insurance industry, you will be fully supported to study for CII professional qualifications.

Skills & experience required

We are searching for an enthusiastic individual to join our team, including:

- Minimum of 5 GCSE's Grade C or above or 4-9 (including Maths and English)
- Dedication, willingness to learn, friendly, positive and inquisitive mind

- Committed to providing excellent customer service
- Confident and a good communicator
- Excellent attention to detail

Your career starts here

We will support you with the development of a variety of skills to form the basis of your career in insurance, as well as obtaining the Chartered Insurance Institute (CII) Certificate in Insurance.

As your career develops with us, we will continue to support your studies to become ACII qualified and you will have the chance to move into other opportunities as they arise.

Further information

We are committed to hiring a diverse and inclusive team, striving to provide excellent customer service to all our customers. We work together as one team, creating an open culture and paying attention to the health and wellbeing of all our people. We welcome applicants from all backgrounds.

We offer a highly competitive salary along with a wide and attractive benefits package. Flexible working from home is encouraged, and we offer excellent career opportunities.

We want to ensure that you are supported throughout the application process to enable you to be at your best. If you require adjustments during your application process, please flag this when you apply.



Earn while you learn with our Insurance Apprenticeship

Open the door to a rewarding career in insurance with the Channel Island's leading general insurer. Grow your career at your pace, whilst gaining professional industry qualifications.

What can we offer?

This year we are offering an apprenticeship in our claims team in our Guernsey office. All our apprentices join our 3 year tailored programme which leads to nationally recognised qualifications with the Chartered Insurance Institute (CII).

As an apprentice, you will

- Follow an alternative path into the insurance sector via our 3 year programme
- Attain CII Certificate in Insurance within 18 months of starting
- Be study debt free, no need for student loans, tuition fees and professional memberships paid for
- Gain a permanent full-time role within Insurance Corporation
- Earn while you learn

Our programme

Provides you with the opportunity to enjoy a successful career in the insurance sector and is designed to provide you with full-time employment as you learn.

It uses a blended approach to learning with a mixture of work based study, online and distance learning and development day workshops in Insurance Corporation or with RSA, our parent company.

Who are we looking for?

5 GCSE Grade C or above or 4-9
(including Maths & English)

Dedication, willingness to learn as well as a friendly, outgoing personality.

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I finally feel like I'm on a meaningful career path. The regular community events really bring the team together and make it a feel-good environment.

How to apply

If you are interested in an opportunity to learn and develop your career in an established company with a history of excellence in it's field you can contact us by the following:

Send a covering letter / email outlining why you would be interested in applying for our apprenticeship along with your CV. Outline your known or predicted grades along with any certificates or qualifications you may already hold from School or University as well as a description of any work experience.

To apply, or for more information,
email our HR & PR Executive

michelle.c.steele@insurancecorporation.com

Closing date for all applications 7th February 2023

See more about us at
www.insurancecorporation.com

