

## **JOB DESCRIPTION**



### **POSITION: SENIOR UNDERWRITING MANAGER**

#### ***Reporting to Department Director***

#### ***Job Description***

- Insurance products development and design.
  - Analyze the underwriting risks of the current products and those under-developed and report to the person may concern.
  - In charge of the negotiation and contract signing with intermediary and reinsurance companies.
  - Statistical analysis of all the insurance business.
  - Improve the internal control including the process and procedure of underwriting, authorization and allocation.
  - Arrange training and technical support for Chinese Team.
  - Assist the Chinese Team to exploit the market and build the customer market and channels.
  - Assist the Chinese Team in brand building and product promotion.
  - Accomplish any assigned tasks.
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- 负责产险产品的开发和设计；
  - 对存续产品和待开发产品执行承保风险分析判断，形成独立报告，汇报相关领导；
  - 负责和中介，再保公司的谈判，签约；
  - 负责各险种业务统计分析，组织开展经营分析；
  - 推动和完善核保工作的 workflows，权限设置，系统配置等内控工作；
  - 组织安排针对华语团队的技术支持和培训；
  - 深度协助华语团队开拓市场和客户营销工作，包括渠道建设；
  - 深度协助华语平台的品牌建设，产品推广工作；
  - 完成集团领导交办的其他任务。

#### ***Job Requirement***

- A person with good profession ethics, great patience and sense of responsibility and the ability to collaborate with the whole team.

- Bachelor Degree or above, insurance or statistic major preferred.
  - 3+years of experience in underwriting and reinsurance, 5+years of experience preferred.
  - Ability to use English in daily work and translate insurance documents in both English and Chinese efficiently and quickly.
  - **Working location: Phnom Penh, Cambodia**
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- 具有良好的职业道德，细致耐心，有责任感和团队精神。
  - 大学本科以上学历，保险/统计学专业优先。
  - 3年以上核保和再保险相关经验，有5年以上经验的优先。
  - 英语可以作为工作语言，能迅速高效完成相关保险文件的中英互译。

**You are a best candidate!**