

Let's care for tomorrow
For being creative and disruptive...

GENERAL INSURANCE MEDICAL CLAIMS COORDINATOR

 **LOCATION**
**HEAD OFFICE – MEDICAL CLAIMS
DEPARTMENT**

 **LEVEL**
ASSISTANT

We are seeking an individual who is aspired to excel in the field of Medical Claims by meeting the expectation of the management.

Key Responsibilities

- Ensure to respond to all correspondence within the specified time frames.
- Check, process and settle claims within the MOFA limits and in accordance with the set guidelines.
- Efficiently dispose all payable claims as per the SLA's made with customers.
- Ensure that both soft & hard leakages are at the minimum.
- Release GOP's (guarantee of payment) to hospitals within the stipulated time frame.

Key Benefits

The ideal candidates can look forward to rewarding career coupled with advanced training opportunities and attractive remuneration package, great exposure for global and multinational practices.

Key requirements

- Qualified in GCE A/L.
- Certificate or Diploma certification on Pharmaceutical studies/ nursing.
- Prior experience in the role of a Pharmacist/ working at a hospital will give an edge.
- Knowledge or prior experience in Medical Claims handling/ in the role of a Medical Coordinating Officer will be advantageous.
- Analytical mindset.
- Ability to communicate effectively.

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Join Allianz.

Send your CV to
Careers@allianz.lk (Please mention
the post you apply on the subject bar of the email).