



Working Student (m/f) Key Case Management – Claims Financial Lines

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Job Purpose/Role

The global financial lines claims team is looking for a person to support the development and implementation of the newly created Financial Lines Claims Digital Library. This person will also be responsible to provide support to the global team of claims specialists in delivering presentations and optimized customer experiences to the worldwide financial lines claims community.

Key Responsibilities

- Support the global financial lines claims team with the development and implementation of the Financial Lines Claims Digital Library
- The financial Lines claims digital library will be an electronic platform containing claims examples from all different jurisdictions, regions and OE's, segmented by different branches of business, types of coverage, policy triggers and loss scenarios/trends, available to all internal and external stakeholders
- Create, adapt and update databases and presentations, including data analysis from Financial Lines products, including i.a. D&O, Prospectus liability, professional indemnity, Crime and Cyber
- Support the team with various operational and administrative tasks, as the need arises (e.g. claims academy, evaluation of legal reports and actions, operational claims handling in Germany and Austria, monitoring claims activities worldwide)

- Keep intranet content and online platforms used by global Financial Lines claims teams up to date
- Communicate via phone and/or email with various international claims departments, underwriters and other stakeholders

Key Requirements/Skills/Experience

- Currently enrolled in University pursuing a legal bachelor degree (advanced semester) or Master degree
- General legal knowledge needed
- Excellent Power Point and designing slides skills
- Ideally working experience in an international company before
- Fluent English and German desirable
- Very good presentation skills and creative mindset
- Self-organized and structured way of working
- Work or living experience abroad as a plus