

Klaption Reinsurance Limited

Underwriting Intern

Job Specification

Job Title	:	Underwriting Intern
Location	:	Lusaka, Zambia
Industry	:	Reinsurance
Grade	:	
Reporting to	:	Facultative Underwriter

Why work at Klaption Re?

We are one of the fastest growing reinsurers in Africa with a diverse team of professionals who care about every team member. At Klaption Re, we believe in providing a platform for all talented, vibrant, and skilled industry individuals to thrive. We strive to be a high-performance organization (HPO). The company is run by a dedicated and experienced executive management team.

Please review the job description below to find out if you have the skills necessary for this role and would want to join Klaption Re:

Overview

As an Underwriting Intern at Klaption Re, you will have the opportunity to gain valuable experience in the dynamic field of Insurance & Reinsurance underwriting at a global scale in the industry. Reporting to the Facultative Underwriter, you will be an integral part of our team, assisting in various tasks and projects aimed at ensuring Prudent underwriting.

The jobholder will be part of a high-performing, friendly and supportive team where teamwork and attention to detail deliver winning results and future advancement opportunities.

Job Summary

- Facilitates the processing of slips and business transactions on the system for producing underwriters.
- Provides operational support to the department as may be required.
- Assists in meeting timelines for regularly required reports or system outputs for review.
- Prudently assess and analyse all business presented to the company.
- Basic weekly/monthly reports production and review as required.
- Calculates premiums and appropriate amounts of coverage when recording the business in the reinsurance system.
- Ensures all business is registered within the set timelines.

- Ensures that information and records are up to date by assisting the Facultative Underwriters in periodic audit of files (system DMS)
- Corresponds with brokers and cedants with the aim of developing effective relationships within the reinsurance market to promote the company under the supervision of the Facultative Underwriter
- As part of personal & career growth, the underwriter and underwriting managers may assign additional tasks or responsibilities.

Skill Sets & Personal Competencies

- The ability to make sound decisions.
- Strong analytical skills.
- Strong computer skills.
- Effective written and verbal communication skills.
- Numerical skills.
- Interpersonal skills.

Qualifications

Diploma in Insurance, or Degree in Economics, Business studies or related field.

What's in it for you:

An opportunity to gain hands-on experience in Insurance & Reinsurance Underwriting on a global scale.

A highly inclusive work environment that values and rewards talent, excellence, and integrity of each employee.

Management hierarchy and team-based environment that promotes collaboration and free-flowing communication.