

Want to work for a company where your hard work gets rewarded?

Who is Storm King Claims?

We are a Claims Administration company for Homeowner and Mobile Homeowner Insurance companies in Pinellas Park, FL (Tampa Bay area). We have developed state-of-the-art solutions for small to medium sized Property and Casualty insurance companies.

About the Opportunity:

Help Storm King Claims be a leader in the industry by joining our busy team as a Claims Assistant.

Major Duties and Functions:

- Taking first notice of loss phone calls and claims status calls.
- Assisting in the preparation of requested reports.
- Assisting Field Adjusters and Claims Examiners as needed.
- Other Duties as assigned.

Essential Requirements

- Self motivated employee with ability to multi-task.
- Must be able to function under deadlines.
- Strong computer skills, with experience and proficiency with Microsoft Work, Excel and Outlook.
- High School Diploma.
- Excellent written and verbal communication skills.

Benefits:

We recognize people as our most valuable asset. Our competitive salary and benefit package includes:

- Company sponsored Health, Dental and Ancillary Benefits available first day of service
- Prescription Drug coverage
- Flexible Spending Account and Health Reimbursement Account for Health and Dental expenses
- Company Paid Life Insurance
- 401(k) Plan
- Generous Paid Time Off
- Seven paid Company Holiday's in 2011.

WE WILL ONLY CONSIDER CANDIDATES CURRENTLY RESIDING IN THE TAMPA BAY AREA. No relocation assistance is available or provided. You must be authorized to work in the US with no need for sponsorship.