

Gradstaff

Contact: Maria Queenan, *Manager of College Recruiting*
E-mail: mqueenan@gradstaff.com
Phone: 612.339.5332
Address: 708 1st Street North, STE 245
Minneapolis, MN 55401
Website: www.gradstaff.com

Position Title: Claims Trainee

Salary/Wage Range: 40-50K
Opportunity Location: Chicago, IL

Description:

Gradstaff is currently searching for a Claims Trainee to serve as a case manager to clients. Manage and coordinate risk management cases from beginning to end. Candidate will receive extensive product and industry training. Candidate will be empowered to address and find solutions for customer issues and needs. Position expectations include:

- Provide top notch customer service
- Resolve problems and make decisions independently
- Manage case deadlines independently
- Present case findings to clients in quarterly meetings
- Participate in continuing education and training

Qualifications:

- College degree in either a business or liberal arts program, degree with Insurance emphasis is a plus!
- Strong interpersonal and communication skills – must be motivated by working with people and servicing their needs
- Prior customer service experience in retail, restaurant, or other business situations
- Reliable and dependable work ethic
- Solid investigative and creative problem solving skills
- Self-starter and career oriented

Opportunities for Growth:

Excellent starting point for a recent college graduate to get a “foot-in-the-door” to a stable industry. This is a stepping stone position to various other career paths within the company.

- Great position for grads that enjoy helping others and resolving problems independently
- Opportunities to be promoted to senior levels and team leaders
- Company puts a heavy emphasis on educating and promoting from within

Exceptional benefits package including: health insurance, short term disability, long term disability, life insurance, 401k match, tuition reimbursement, and vacation/paid time off

Interested candidates please send your resume to college.chi@gradstaff.com

GradStaff is the leader in providing college graduates with great career opportunities. We actively seek recent grads seeking entry-level positions, or positions requiring up to 2 years of professional experience. Our staffing model is focused on finding the right position for each candidate. To learn more, please visit our website www.gradstaff.com

GradStaff uses a behavioral-based interviewing technique to help job seekers better understand their marketable job skills and identify ideal career tracks. As part of our service, we will critique your resume, strengthen your interviewing skills, and provide you with job search advice. All of our services are provided at no cost to job seekers.

We have helped hundreds of college graduates get their “foot-in-the-door” to prove what they can do for our client companies. Let GradStaff help you achieve your career goals and aspirations.

GradStaff is an Equal Opportunity Employer and encourages applicants of all ages, experiences, and backgrounds to apply for open positions. GradStaff does not discriminate on the basis an applicant’s age, race, color, creed, religion, national origin, sex, marital status, disability, sexual orientation, or status with regard to public assistance
