

The Hartford

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On-Campus interviews for the position will be Thursday, December 8, 2011.....to apply and get on the interview schedule, go to eRecruiting/Experience at <http://illinois.experience.com/er/security/login.jsp>

Position Title: Property Claim Processor

Some responsibilities aligned with our entry level opportunities:

Our Claims professionals investigate Personal Lines Property claims and have direct customer contact with our policyholders, so our efforts in providing caring customer service to them are paramount to our ethics.

Some of these responsibilities would be:

- Handling/adjusting Personal Lines Property claims within a fast paced, team environment.
- Providing professional service to our policyholders in response to notice of loss.
- Prompt contact, investigation of coverage and liability issues, determination of damages, scoping and estimating damages, disposition of claim, and issuing appropriate payments.
- Customer Service is a key part of the job....it is what sets The Hartford apart from our competitors.
- Responsible for planning, recommending, reserving, and executing the investigation, control, valuation and final disposition of all claims assigned.
- Performance of other related job duties as directed or needed, such as providing on-call duty and immediate response and service in emergency and catastrophe situations.

Qualifications we would be seeking:

- College degree preferred
 - Minimum of 1 year experience in a customer service role.
 - Previous background and/or experience in building trades is a plus.
 - The strongest candidates will have a pleasant, enthusiastic and empathetic communication style and excellent phone manner.
 - Requires excellent written and verbal communication skills.
 - Requirement to obtain CT Claims Adjuster License that is supported within the training period.
 - Requires a demonstrated level of competency in time management, priority setting, action orientation, customer focus and composure, as well as strong keyboard skills and computer literacy.
 - Superior multi-tasking (accurate keyboarding while talking on a headset).
 - Ability to respond well under pressure.
 - Demonstrated ability to work well with others and in the team environment.
 - Skills and ability to work in a fast paced environment.
 - Ability to work overtime during peak storm activity.
 - There is a preference for candidates who are able to relocate or are mobile in the future.
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