

Prime Insurance Company

Contact Person: Lorin Paddock, *HR Director*
Email Address: hr@primeis.com
Phone: 801-304-5518
Company Website: www.primeis.com

Position Title: Claims Adjuster

Opportunity Location: Anywhere within the United States
Salary/Wage Range: \$50-60k

Preferred Skills:

- Bachelors Degree in related field of study
- Experience working with claims issues
- Experience in the insurance industry
- Ability to utilize good judgment
- Solid problem solving skills
- Ability to work in a team environment or as an individual
- Excellent communication skills in written and verbal format

We are currently seeking employees in-house (at our Sandy, UT facility) and for claims adjusters that can work remotely from their physical location.

Job Description:

This position is responsible for handling all activities from beginning to end on any claims made by or against policyholders. Requires investigating coverage and liability, properly reserving claims files, and timely resolution of those files.

PRINCIPLE DUTIES AND RESPONSIBILITIES

1. Initiate Investigation
2. Determine Coverage
3. Intermediate Handling and Reporting
4. Claims Resolution