



Fast Track Claims Examiner

We have the following job opportunity in our **New York City** office:

Description

The Fast Track Claims Examiner will review and handle claim documents including mail and financial transactions that come through our fast track division. The high claim volume will provide you with great exposure and allow you to show your acumen of maintaining speed and accuracy while handling claims. Responsibilities include, but are not limited to:

- Reviewing and handling fast track claim documents including mail and financial transactions within the unit's authority.
- Completing appropriate running notes to track actions taken on claims, including appropriate calculations for financial transactions.
- Completing supplemental tab with a synopsis of claim file updates.
- Processing all fast track mail within unit's time parameters.
- Returning all miss-coded fast track DMS documents and files to claims staff that don't adhere to fast track guidelines.
- Updating all claims fields as needed in Claim Detail 1, 2 & 3.
- Updating and completing closing information on Claim Detail 2 for all fast track closings.
- Securing all DMS documents that contain personal and private information.

Requirements

- 2-5 years of insurance claims handling experience
- Reinsurance experience is a plus
- Fluency in Spanish is a plus
- Ability to handle a fast paced work environment while maintaining timely and accurate deliverables

Work Schedule

TransRe is supportive of an agile work schedule, which may differ based on individual roles, your local office's practices and preferences marketplace trends, and TransRe's business objectives. This position is eligible for a hybrid work schedule with 3 days in the office per week, and 2 days remote.

Compensation

In addition to base salary, for this position, TransRe offers a comprehensive benefits package, paid time off, and incentive pay opportunity. The anticipated annual base salary range in New York for this position, exclusive of benefits, paid time off, and incentive pay opportunity is \$70,000 - \$100,000. This range is an estimate and the actual base salary offered for this position will be determined based on certain factors, including the applicant's specific skill set and level of experience.

Interested in applying for this role? Please visit our [Careers Page](#) to apply!



About Us

Since 1977, TransRe's vision has been to deliver the capacity and expertise necessary to contribute to the sustainable growth of prosperous communities worldwide.

Our Mission

Our mission is to be the first- choice provider of reinsurance to our customers, based on:

Experience	the foundation of our long term, trust-based relationship is built on long tenured leadership in every line in every region.
Accessibility	our global network of local support for all property and casualty lines of business.
Strength	the cornerstone of our ability and willingness to pay claims.
Innovation	a track record of collaboration and service delivery to support your sustainable profitable growth.
Expertise	the basis of our timely, value-added insight and offerings.
Resilience	existing to improve the resilience of communities worldwide, through our products, our people and our partnerships

Our Values

To achieve our Vision and Mission, we maintain a culture of the highest ethical standards. We treat our employees and customers fairly. We stand behind our products and services. We act with:

Integrity	work honestly, to enhance TransRe's reputation.
Respect	value all colleagues. Collaborate actively.
Performance	we reward excellence. Be accountable, manage risk and deliver TransRe's strengths.
Entrepreneurship	seize opportunities. Innovate for and with customers.
Customer Focus	anticipate their priorities. Exceed their expectations