

Junior Claims Adjuster

Who We Are

Axiom Mutual Insurance Company is a proud leader in the Ontario Mutual Insurance industry. As a Mutual insurer, we are Member-owned and pride ourselves on serving our Members with customer service that is second to none. We believe in providing our Members with peace of mind – properly insured.

Opportunity

We are searching for a self-starter who will support our Auto and Property Line Claims Adjusters. Depending on the applicant's experience, either a training plan will be developed to get to the point of hands-on adjusting or alternatively, an early development plan will integrate the applicant into the claims adjusting process. The successful customer-centric applicant will be able to work within Axiom Mutual's existing Claim framework, developing mutually beneficial relationships with existing Members and further enhancing our Member's experience with Axiom Mutual.

What You Will Be Doing

- ▲ Setting up new claims and assigning Adjuster(s)
- ▲ Adjusting small claims while also expanding your knowledge and expertise to handle greater complexities
- ▲ Issuing payments for specific claims and bulk accounts payable
- ▲ Reviewing Claims Reporting (Internal and External) and advancing it to next steps
- ▲ Maintaining accurate, timely, and complete internal electronic records of Member interactions
- ▲ Engaging with Members in times of crisis, acting as an advocate when needed
- ▲ Assisting Adjusters with claims and being a support role when needed
- ▲ Responding to Claims inquiries from Agents, Brokers, Members
- ▲ Other duties as assigned

Candidate Profile

- ▲ Post-Secondary education or above
- ▲ Strong interpersonal skills
- ▲ High attention to detail
- ▲ Willingness to learn new systems and processes
- ▲ A customer-centric approach to problem solving
- ▲ Desire to earn a CIP
- ▲ Working knowledge of Property & Casualty insurance is an asset
- ▲ Customer Service experience (preferred)
- ▲ Agriculture industry knowledge is an asset
- ▲ Community involvement (preferred)

Trust

Passion

Community

Agility

What We Offer



Performance
Based
Compensation



Career Growth



DC Pension Plan



Paid Training
Opportunities



Extended
Benefits

Axiom Mutual Insurance Company is an inclusive employer. We believe in hiring a diverse workforce and sustaining an inclusive, people-first culture. We encourage applications from all qualified candidates and will accommodate applicants' needs throughout all stages of the recruitment and selection process. We encourage candidates to make their accommodation needs known so we can provide equitable opportunities.

How to Apply

Interested candidates are encouraged to submit their resume and cover letter detailing their unique qualifications and experience to careers@axiommutual.ca.

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