

An Insurance Brokerage company in New York City is looking to hire an Underwriting Assistant

Requirements:

- Highly organized individuals (work from home position)
- Secondary Educational Qualification.
- Should be able to work US Hours (SL - 06:30 p.m. to 02:30 a.m.)
- English fluency and basic IT knowledge of MS. Office and similar applications are mandatory.

Job Role

- Assisting the underwriting team with applications, rating pages, bindings, and general correspondences.
- Responsibilities will be given based on the individual's talent.

The remuneration package depends on the qualifications, experience, and achievements of the candidate.

The right candidate will undergo training under a probationary period and will be confirmed thereafter.

**If interested, please forward your resume to
'hrempirecity@hotmail.com'**