



PR/119325 | Corporate Insurance Management Team

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1586588

Industry

Chemical, Raw Materials

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

May 26th, 2026 07:00

General Requirements

Minimum Experience Level

Over 1 year

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Key Responsibilities:

- Lead the sourcing, negotiation, and renewal of corporate insurance programs, including property, marine cargo, third-party liability, construction (CAR/EAR), and other specialized insurance coverage.
- Work closely with internal teams to compile underwriting information, prepare required documentation, and ensure facilities are ready for risk or engineering surveys.
- Coordinate with insurance companies and brokers, including facilitation of Risk Engineering Surveys.
- Provide guidance on insurance matters and respond to queries regarding policy terms, coverage, and conditions.
- Manage the full claims process to ensure timely, accurate, and efficient resolution.
- Oversee related administrative tasks such as approval workflows, premium payments, policy endorsements, and maintenance of insurance records and databases.

Qualifications:

- Bachelor's or Master's degree in Insurance, Risk Management, Economics, Statistics, Engineering, Science, Business Administration, Finance, MBA, or other relevant fields.
- Strong command of English across all communication skills (listening, speaking, reading, and writing).
- 4–9 years of experience in insurance, broking, corporate insurance management, risk management, HSE/safety, loss

- adjusting, finance, or corporate administration.
- Strong analytical thinking and business-focused mindset.
 - High proficiency in professional documentation and presentation using PowerPoint, Excel, Word, Visio, and related tools.
 - Ability to leverage digital tools to enhance work efficiency.
 - Excellent communication, coordination, and negotiation skills, with the ability to work effectively with both internal teams and external partners.

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Company Description