



Providing Peace of Mind 100 Years & Beyond

Established in 1908, Saskatchewan Mutual Insurance Company (SMI) is a federally regulated property and casualty insurance company built on a foundation of integrity, commitment and superior service. With customers across Alberta, Manitoba and Saskatchewan, and annual direct written premiums of \$74.5 million, SMI has been consistently ranked as one of Saskatchewan's Top 100 Companies.

CLAIMS DISPATCHER

SMI is seeking to fill a permanent, full-time Claims Dispatcher position. The successful candidate will be responsible for:

- Receiving and recording notices of claims, giving initial direction and assistance to brokers and insureds
- Assigning claims to claims examiners and adjusters, providing them with policy details
- Settling routine auto extension claims

The candidate will have completed their grade 12 education, successfully completed at least one Insurance Institute course as well as have a minimum one year related insurance experience. The candidate must have excellent communication skills, effective keyboarding skills, the ability to perform detailed work accurately as well as the ability to establish and maintain positive working relationships with other employees.

Annual salary range for this position is \$41,330—\$47,012. In addition, a comprehensive benefits package is offered.

If interested, please submit a resume by Friday, April 20, 2018:

Human Resources
Saskatchewan Mutual Insurance Company
279 3rd Avenue North
SASKATOON SK S7K 2H8
Confidential Fax: (306) 653-3542
E-mail: careers@saskmutual.com

We thank all interested candidates, however, only those selected for an interview will be contacted.