



Position Title: Senior Claims Broker, Property
Reports to: Claims Manager, Property
Location: London

We're hiring!

The Claims team are recruiting for a Senior Claims Broker to handle all aspects of the claims process from receipt through to settlement. This role is based in London with the opportunity to work from home in a hybrid fashion. Find out what it's like to work at BMS [here](#).

About BMS

BMS is a dynamic, independent global broker established in 1980, delivering specialist insurance, reinsurance, and capital markets advisory services. Our purpose is to help people, businesses and communities flourish and prosper in a world of risk.

We are a global brand with offices located across the US, Canada, Latin America, Australia, Europe and Asia with both a strong local focus and understanding of market needs. Being independent gives our brokers the freedom to deliver the best solutions and combined with our collaborative team approach, single platform worldwide and renowned personal service, we are the independent broker of choice.

The Claims Department handles all claims for the Global Risks team and consists of 18 persons handling US and International claims from first notification to settlement.

Key Responsibilities & Accountabilities:

- Create and maintain claims files
- Input document details on to the in-house system
- Broke advices and collections to London Market where appropriate
- Obtain agreement to advices and collections via CLASS/ECF systems
- Liaise with Insurance Accounts Department to ensure prompt payments of claims
- Produce accurate statistics where required
- Deal with market, client and internal queries
- Conduct business meetings with clients and underwriters



What we're looking for - functional & behavioural competencies

- Previous experience handling US Property claims
- Experience with Claims systems such as Eclipse or the ability to learn new systems quickly
- Excellent attention to detail
- Ability to work in a team and contribute positively to team goals
- Excellent interpersonal and written communication skills
- Personally demonstrate the five BMS values and ensure that team members are aligned with these:
 - Accountable
 - Entrepreneurial
 - Collaborative
 - Empowering
 - Disciplined

What's in it for me?

This role offers a competitive salary and bonus, 27 days holiday, plus access to our personalised benefits platform, Your Rewards, including:

- comprehensive private medical cover for you and your dependents
- complimentary annual health checks
- access to a virtual 24hr GP
- critical illness cover
- gym subsidy & dedicated wellbeing support
- retail discounts
- opportunity to purchase equity
- defined contribution pension

Through our Diversity, Equity and Inclusion (DEI) vision, we are committed to 'building a culture of belonging for all, valuing diverse perspectives and embracing authenticity.' As such, we have created our 'BMS Together' programme, with dedicated training, collaborative committees and intentional partnerships. In support of our ESG vision, we offer two additional paid days each year to take part in charitable work.

BMS offers flexible and hybrid working policies and we're happy to discuss options with you upon application. Please let our team know if you require any adjustments to support you through the application process.