



**Allied Insurance Company**  
of the Maldives Pvt Ltd

## **JOB OPPORTUNITY**

The Leading Insurance Company In The Maldives

### **Post : Medical Officer - Health Insurance**

#### **Our Requirements:**

- Degree or Diploma in Nursing or equivalent qualification in a medical related field
- Minimum 05 years experience in a medical related field, preferably in nursing
- Computer literacy is essential
- Excellent verbal & written skills in English & Dhivehi
- Excellent inter - personal and communication skills
- Ability to work in a team environment

#### **Your Responsibilities:**

- Manage and supervise medical team
- Checking medical bills submitted by medical centers and customers for reimbursement
- Communication and Intensive co-ordination with hospitals and other medical centers
- Assisting to make all major and minor decision for pre-authorization and reimbursement claim
- Scrutiny of health insurance claims submitted by clients and adjustment of the claims subject policy terms and conditions

#### **Salary & Allowances:**

- MRF 12,590 - 18,000/- (depending on qualification & experience)

Interested candidates please apply in writing with CV, ID card copy and copies of relevant certificates with job application form to:

Human Resource Department  
Allied Insurance Company of the Maldives Pvt. Ltd.  
Fen Building, 2nd Floor  
Phone: 3341001 / Fax: 3325035  
Male' - 20375,  
Maldives.

OR email to [humanresources@alliedmaldives.net](mailto:humanresources@alliedmaldives.net)

Application form available on our web site: [www.alliedmaldives.com](http://www.alliedmaldives.com)

*Applications with inaccurate information, which do not meet the above requirements and which are incomplete will be disqualified*

**Deadline: 16 January 2012**

**Before 14:30 Hrs**