

Unleash your potential Accelerate your career path

- Largest S&O team in Hong Kong insurance industry
- Comprehensive training roadmap
- Accelerate your career as a future leader

Employee Experience

Challenge
Seize every opportunities in life

Empowerment
Pursue your path to success in life

Growth
Equip yourself to excel in life



AIA Associate Program Services & Operations (S&O)

AIA Hong Kong & Macau

The first insurance company achieved
"AON Hewitt Best Employer Hong Kong 2016"

Joining AIA – the largest independent publicly
listed pan-Asian life insurance group

MANAGEMENT CAREER PATH



TECHNICAL CAREER PATH

Possible progression within
24 months

CAREER ROAD MAP

MEET OUR PEOPLE

Alex Li

Manager,
Underwriting & Issue

"One of the best decision I've ever made."

"Leaders are always accessible, open to share their life and career experience to me."

"I truly appreciate the opportunity to learn from and work with such great leaders and mentors"

"AIA Associate Program - Services & Operations has literally CHANGED me."

"The SOA Program has laid a clear and fast-tracked career path ahead of me."

"I am more than happy to see my growth in AIA."

Louis Chong

Assistant Manager,
Service Management

Fun and Engaged Team

Diverse opportunities help you establish deeper connections with your colleagues.



Come Join Us



Take the challenge and grow your career in an empowered environment!

careers.aia.com

Aon®

BESTEMPLOYERS

HONG KONG | 2016



THE REAL LIFE COMPANY



About AIA Hong Kong and AIA Macau

AIA Hong Kong and AIA Macau are members of the AIA Group Limited. The AIA Group Limited established its operations in Hong Kong in 1931. We have the largest team of financial planners in Hong Kong and Macau*. We are the leader in developing innovative insurance products that meet customers' needs at every stage of their lives. We offer products ranging from individual life, group life, accident, medical and health, personal lines insurance to investment-linked products with over 100 investment options. Find out more about us here.

We are looking for suitable candidate for the following position.

AIA Associate Program – Services and Operations 2017

Position Objectives:

Complete a 2-year rotation programme in order to develop oneself into future leader of the Service & Operations function. Develop full understanding and facilitate improvements to organizational effectiveness through identifying the strengths and opportunities of the processes.

Responsibilities:

- Provide quality enquiry service to customers and agents and offer them with pertinent advice and solution. Maintain close and good intra/inter office interaction.
- Underwrite new applications, and assess claims. Communicate with agents and colleagues to ensure underwriting and claims decisions are justly made in a prudent yet flexible manner.
- Participate in projects and prepare management reports as assigned by immediate manager to meet business requirements and for service tracking.
- Attain professional accreditation in LOMA with program period.

Requirements:-

- Bachelor's degree.
- Excellent command of written and spoken English and Chinese (Cantonese and Putonghua).
- PC knowledge of MS Excel and Word
- Strong interpersonal, communication and analytical skills.
- Good team player and customer focused.
- Self-motivated, willing to take on challenges and able to work under pressure.

We offer an attractive remuneration package to the successful candidate. If interested, please submit your application via our career website:

<https://career8.successfactors.com/sfcareer/jobreqcareer?jobId=15771&company=AIA&userame=>



All personal information provided by applicant will be treated in strict confidence and used solely for recruitment purposes. The personal information will be used strictly in accordance with AIA's personal data policies, a copy of which will be provided upon request. It is possible that information about the applicant or the applicant's application will be shared with AIA and its related companies. AIA will retain all applications no longer than 24 months after which the documents will be destroyed.