Downloaded from <https://www.velvetjobs.com/job-descriptions/claims-consultant>

# Example of Claims Consultant Job Description

Our growing company is hiring for a claims consultant. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for claims consultant

* Provide written and verbal reports to management
* Effectively work as a ClaimsXten rules development subject matter expert on client implementations
* Effectively participate on internal or external ClaimsXten Service Delivery Team meetings and initiatives
* Ensure consistency in improving foundational business practices both within a specific function and cross-functionally
* Drive efforts to support business unit initiatives, providing Health & Dental expertise
* Working key external business partners to research and implement key product and legislative changes
* Analyzes and processes more complex claims by investigating, gathering and obtaining information to make claim determinations
* Collaborates with appropriate internal stakeholders to determine claim eligibility
* Conducts interviews with external stakeholders
* Evaluates and makes recommendations regarding more complex claim eligibility determinations to management

## Qualifications for claims consultant

* Experience coordinating multiple projects in a deadline-driven environment
* Demonstrated experience in claims management and process
* Extensive technical experience in claims management demonstrated through previous technical and/or senior claims assessing roles
* Extensive experience in strategically assessing claims under Risk Insurance and/or Corporate Superannuation
* Exceptional and expert knowledge of Retail and/or Corporate Superannuation insurance products
* Prior SQL database development