

# NOVA MUTUAL

## Job Description

### Claims Adjuster - Auto

#### → Where Standards Matter

Our Claims team plays a fundamental role within the company in upholding our reputation of offering an exceptional Member experience at a time when our Members need us the most. This role is responsible for the entire life cycle of assigned auto claims while acting as the subject matter expert and point of contact. Our company values of Respect, Integrity, and Courage lay the foundation for the Claims experience. Our adjusters maintain accountability on Claims through the full cycle- in other words, you'll see things through to completion.

#### → Where U Matter

Our Team Members are the heartbeat of our business. It's up to U to live and breathe our culture and use our core values as the foundation from which you build your career with us.

Nova Mutual is a place Where U Matter - U represents our Team Members, our Brokers, our Members and our Communities. We hold this belief in the highest regard and empower U to do the same. Ensuring our Members' claims are handled with respect, compassion, and efficiency is at the heart of what you do. Your contributions to the Claims Experience are just as important as your personal relationship with Nova Mutual. Our Brand is here to support U, too.

#### → Education & Experience

This role requires a two-year commercial or technical college program along with a designation as a Certified Insurance Professional. Over 3 years and up to and including 5 years on-the-job experience adjusting claims.

ThinkAhead. ThinkNova.



#### ☕ The Perks



We have **open vacation days** subject to team approval.



U get to spend the **Holidays with your family!**  
\*For better or worse. That's right. We close our Offices in tandem with the School Board 2-week break.



**Profit Sharing like a Pizza.**  
If the company has an underwriting profit, you will get a slice.



**Back 2 School.** You'll have the opportunity to attend school, conferences, or to obtain role-related certifications... and we'll pay for it.



**We're a pretty awesome team.** U get to work with Ontario's fastest growing Mutual Insurance Company.

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### Claims Adjuster - Auto

#### ➔ What Will U Be Up To?

- Evaluating, negotiating and settling auto claims while upholding the values of Nova Mutual
- Providing the best possible experience for the claimant
- Recovery through subrogation of claims
- Investigate claims by obtaining relevant loss information from claimants, witnesses and other parties, accident reports and any other documentation; to make decisions on settlement.
- Gauge damages from information provided by appraisers and auto body repair shops to determine if claimed damages are reasonable
- Work with the Personal Lines Underwriting department to Identify possible risk issues
- Evaluate the extent of the loss based on investigation and review of coverage determinations.

#### ➔ Core Capabilities



Apply today to [recruitment@novamutual.com](mailto:recruitment@novamutual.com)



Share your LinkedIn profile for bonus points.