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**Ali Khan**

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| Over more than **14 years** of experience in insurance industry, with an assured level of competence, experience and responsibility for managing and providing service excellence.  **Specialties:**   * All Motor Personal & Commercial Underwriting & Claims * Property insurance * Workmen's Compensation / All Liability / Construction Project Insurance * Operational Marketing * Group Medical Underwriting * Group Insurance Risk Management * GIS Data entry & endorsements ,Quotation formulation * Have sound knowledge of UAE Insurance market * ACII, London Certificate Holder | | | | | | |
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| **Professional EXPERIENCE** | | | | | | |
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| **Risk Analyst & Insurance Officer** | | **Almoosa Investment Group LLC, Dubai** | | | **July 2017 till date** | |
| * Administration of Group Insurance Department * Evaluating and assessing the risk and analyzing the present insurance coverage and recommend accordingly. * Recommending for Insurance Coverage for New Risk area or new request for risk coverage. * Coordinating and negotiating with Insurance companies and or Insurance brokers for Optimal risk coverage at best premium rates. * Ensuring all risk is adequately covered under insurance * Provide advice consultation on various levels for Insurance and Risk management related matters * Reporting directly to Vice Chairman for Department related matters. | | | | | | |
| **Supervisor Underwriting Department** | | **National General Insurance PSC, Al Qusais Branch, Dubai** | | | **November 2014 till June 2017** | |
| * Issuing policies for Motor, Property, Engineering, CAR, Malpractice, Travel, and other lines of Non Life insurance. * Preparing quotations for all classes of Non-life Insurance business * Correspondence with Insurance Brokers & Direct clients for quotations and underwriting matters. * Preparation of various reports relating to Underwriting as required by the Management. | | | | | | |
| * To Check the Premium Register and all reports Including Premium Collection and Out Standing report at the end of Every Month. * Coordinating with all Marketing Staff and guiding them for client meetings. * Assisting clients for claims processes and ensuring smooth transition * Monitoring and Ensuring implementation of underwriting guidelines at all times. | | | | | | |
| **Manager Underwriting** | | **Platinum Motor Vehicle Registration Services – Dubai – UAE.** | | | **May 2010 till October 2014** | |
| * Supervision of underwriting department (Motor, Engineering & Miscellaneous etc.) * Negotiations with various Insurance Brokers & Companies on terms. * Correspondence with Insurance Brokers & Companies regarding underwriting matters. * To manage insurance requirements for clients dealing with ADCO/GASCO/Takreer/Oil Field. * Co ordination with corporate clients for running policies, Medical Addition/Deletions and other endorsements. * Coordinating with all Marketing Staff for Back office support. * Managing employee and organizational relationship. | | | | | | |
| **Sr. Underwriter** | | **Noble Insurance Brokers & Consultants LLC – Dubai – UAE.** | | | **January 2009 to April 2010** | |
| * Supervision of underwriting department for Sharjah Branch independently. (Motor, Marine, Fire, Medical etc.) * Making & Finalizing policies at office on online portals provided by insurance companies. * Preparation of various reports relating to Underwriting as required by the Management. * Maintained Underwriting customer accounts and other records on computerized database. * Maintaining General Ledger and Premium Register (On Computerized Ledger) * To Check the Premium Register and all reports Including Premium Collection and Out Standing report at the end of Every Month. | | | | | | |
| **Sr. Assistant**  **(Underwriting/ Motor Claims)** | | **Atlas Insurance Limited** – **Pakistan** | | | **July 2005 to October 2008** | |
| **Underwriter** | | **EFU General Insurance Company Limited – Pakistan.** | | | **September 2004 to June 2005** | |
| **QUALIFICATION** | | | | | | |
| [ACII](http://www.linkedin.com/college/?eduSchool=CII+LONDON+ACII+%28In+session%29%2C+Insurance&trk=prof-edu-school-name) Completed Certificate | **IF1** Insurance, legal and regulatory **IF2** General Insurance Business **IF3** Insurance underwriting process **IF4** Insurance claims handling process **IF8** Packaged Commercial | | | Charted Insurance Institute, London | | 2014- in session |
| **B.Sc.** | Major in Mathematics and Economics | | | University of the Punjab, Lahore, Pakistan. | | 2003-04 |
| **I.C.S** | Math, Statistics and Computer Sciences | | | Institute of Business Laureates, Lahore, Pakistan | | 2001-02 |
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| **achievement** | | | | | | |
| **“Best Employee of the Year 2009”** award in Noble Insurance Brokers & Consultants LLC, Dubai, UAE. | | | | | | |
| **IT SKILLS** | | | | | | |
| * Can work in any type of windows based environment. * Well versed with Microsoft applications | | | | | | |
| **PERSONAL ATTRIBUTES** | | | | | | |
| I am accustomed to a fast-paced environment where deadlines are a priority and handling multiple jobs simultaneously is a requirement. I enjoy a challenge and work hard to attain my goals. Constant communication with all levels of management has strengthened my interpersonal skills | | | | | | |
| **PERSONAL INFO** | | | | | | |
| **Date of Birth** | | | March 09, 1986 | | | |
| **Passport No.** | | | A2734894 | | | |
| **Marital Status** | | | Married | | | |
| **Language** | | | English, Urdu, Arabic(read, write, understand) | | | |
| **Nationality** | | | Pakistani | | | |
| **Holding UAE’s Driving License** | | | | | | |