

Nova Insurance is one of the top 5 General insurance brokers in Hong Kong (Source : Frost Sullivan 2021) and the only Hong Kong broker who also has insurance broking license in both Macau and Mainland China. Since our establishment in 1988, we have been offering one-stop-shop risk management and insurance solutions to corporate clients who are leaders within their industries including international hotel chains, publicly listed companies, property developers, public transportation companies, manufactories, trading companies, telecommunication companies, governmental departments / organizations and NGOs. Types of insurance we handle ranging from Property & Casualty, construction, financial lines, marine, aviation and employee benefits like Group Medical and Group Life insurance. Nova holds an Insurance Broker Company License granted by the Insurance Authority ("IA") while our Macau branch office is a licensed broker under AMCM (Monetary Authority of Macao). We are also a registered MPF Intermediary under MPFA. In 2021, Nova was invited by IA as a Partner of the Hong Kong Specialty Risks Consortium to support IA the Belt & Road Initiative. Through our global broker networks, we can serve our clients' insurance needs all over the World.

Nova Insurance is a wholly owned subsidiary of **FSE Lifestyle Services Limited**, a listed company in the Hong Kong Stock Exchange (Stock Code: 0331.HK www.fse.com.hk). It is a leading lifestyle services conglomerate with 3 major business segments: property & facility management services, city essential services and Electrical & Mechanical engineering services. FSE Lifestyle Services' competences are being delivered through 8 major groups of companies which have all been the market leaders in their respective industries. With their professionalism and expertise, together with the extensive synergies generated among the companies under FSE Lifestyle Services, we are able to build up a strong network and offer comprehensive "one-stop" professional services to you and all our renowned clients. FSE Lifestyle Services employs over 20,000 staff members serving clients in Hong Kong, Macao and PRC.

Nova Insurance is now seeking talents who have a passion to develop insurance as a long-term career and are ready in taking challenges working in one of the leading insurance brokers in Hong Kong.

Executive Trainee

Job Responsibilities

- The candidate will undergo on-the-job training and assists the team to serve the insurance needs of our corporate accounts.
- He/She will take up project works, attend various on- and off-the-job training and will be under direct coaching by the Senior Executives.
- Duties include preparation of quotation, assisting in producing client proposals, product comparison and claims analysis and day-to-day account servicing.

Job Requirements

- Fresh university graduates or graduates with 1-2 years working experience are welcome.
- Pass in Paper 1,2,3,5 of IIQE would be an asset.
- Good command of spoken and written English and Chinese
- Mature, presentable and self-motivated with confidence
- Critical thinking, strong analytical mind and excellent communication skills

Interested candidate please send full resume with salary expected to Human Resources Department (Recruitment) by Email: nova-recruitment@nova-insure.com.

Only shortlisted candidates will be notified.

All information collected for recruitment purpose only.

Applicants not hearing from us within two months may consider their applications unsuccessful.