

Mobile: +966569220934
Land Phone: +966138248136
Eastern Province – Dammam
Alhanihani2@gmail.com

Hani Ahmed Al-Hani

Personal Information

- National ID: 1022677288.
- Marital status: Married.
- Nationality: Saudi.
- Date of birth: 05th Apr, 1986.

Objective

I'm Looking for a job and challenge which rewarding opportunity to develop and expand my knowledge and my skills.

Education

[2006- 2010] [Jubail Industrial Collage]
[Associated degree of Science in Office Management]

Languages

"[Very Good in English Speaking and Writing]"

Work experience

[01st Feb, 2017 – At Work]"
[ACE Gallagher Insurance Brokers]
[Senior Claims Administrator – Motor & Non-Motor]

[I am working as a senior claim administrator – serve the client, claims registration, discuss of claims, guide the clients, contacting the providers/ insurers to solve any pending cases, meeting clients/ insurer, making analysis reporting, negotiation and solving complicated cases]

[07th Apr, 2012 – 31st January, 2017]"
[ACE Gallagher Insurance Brokers]
[Broker – Medical Department]

[I am working as a broker between the insurers and the insured serve the client negotiation with both sides, discussing issues, solving any problem in medical policy, approach the insurance market to have the best offer from the insurance companies for the client, quote analysis, discuss for claims].

[14th Sep, 2010 – 07th Apr, 2012]"
[MedGulf Insurance and reinsurance
Company] [Customer Service Agent]

[I trained in customer service department receiving the client's claims, explaining company's services or discussing the Client's problems and keep the client's process in progress].

[27th Feb, 2010 – 09th Jun, 2010]"
[Industrial General Development Contracting Establishment]
[Customer Service Agent]

Certificates

1. [Chartered Insurance Institute Level 3 – CII]
2. [IFCE Certificate]
3. [Advanced Selling Skills - Certificate]
4. [British Council English – Elementary 4 - Certificate]
4. [Anti-Money Laundering & Financing – Certificate].
5. [Effective Business Communication – KFUPM Certificate].
6. [Health Insurance – Certificate by SAMA]

Skills

- Typing skills.
- Organizing skills.
- Excellent in Microsoft Office.
- Good communication skills.
- Underwriting.
- Working under pressure.
- Convince the client

Hobbies

[Reading, Fishing, Bodybuilding, Computer applications, Traveling, Using the Internet and making new friendships]