



**Ahmad Fairos Mohd Rauf**, ACII, AMII

No 48 Jalan Sejati 9 Taman Sejati Ijok 45600 Bestari Jaya Selangor

017-9659690

ahmadfairosmohdrauf@yahoo.com

## **Objectives**

*To use my knowledge and skills in Insurance, Project Management and Finance in the best possible way for achieving the company's goals*

## **Experience**

Date of Employment : 15/07/2014 – Current

Hannover Re Malaysian Branch

Kuala Lumpur

### **Product Manager**

Develop new product for Personal Lines in terms of product specification,, terms and conditions, wording.

Study and improve the existing developed product based on the performance such as sales, underwriting result and competitive analysis

Liaison with the cedant company on how to distribute and promote the product

Prepare process flow for the cedant to process the proposal form and claims management

Any other duties and responsibilities assigned by the Management from time to time

## **Experience**

Date of Employment : 26/11/2012 – 14/07/2014

Mondial Assistance (Asia) Pte

Kuala Lumpur

### **Underwriting Manager**

Monitor loss ratio and review on rate, terms and condition during renewal scrutiny

Responsible for develop and underwrite Travel Insurance solution for retail and corporate travel in accordance to the Underwriting Guidelines and Authority limits.

Provide quotation and pricing for all services provided by company such as Road Side Assistance, Home Assistance, Medical Referral and Medical Evacuation.

Provide support and quotation to all marketing channels within authority acceptance limit in accordance to the Company and the Authority Guideline.

Preparation of treaty agreement between cedant and foreign reinsurer

Staff coaching

Any other duties and responsibilities assigned by the Management from time to time

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accordance to the Underwriting Guidelines and Authority limits.

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Staff coaching

Any other duties and responsibilities assigned by the Management from time to time

## **Experience**

Date of Employment : 1/3/2008

Hong Leong MSIG Takaful Berhad

Kuala Lumpur

### **Underwriting Manager**

Monitor loss ratio and review on rate, terms and condition during renewal scrutiny

Responsible for underwriting Property and Casualty, Engineering and Liability (excluding MedMal, D&O, BBB and Financial Institution liability) Insurance and other related classes in accordance to the Underwriting Guidelines and Authority limits.

Provide support and quotation to all marketing channels within authority acceptance limit in accordance to the Company and the Authority (including PIAM, BNM etc.) Guideline.

Monitor & ensure all documents received from Marketing are underwritten and passed to Processing Unit for policies & endorsements issuance.

Monitor loss ratio and review on rate, terms and condition during renewal scrutiny.

RI placement for risk exceeding Company capacity and/or where it is required

Signing & checking of policies and endorsements as per SLA

Ensuring compliance of Bank Negara Guidelines relating to Underwriting

Staff coaching

System Development, Configuration and Maintenance for General Underwriting System

Any other duties and responsibilities assigned by the Management from time to time

## **Experience**

Date of Employment : 1/3/2006

Prudential Assurance Malaysia Berhad

Kuala Lumpur

### **Assistant Manager**

Job responsibility/achievement Responsible for underwriting Personal Lines of Insurance which includes Motor, Houseowner and Personal Accident for Takaful arm in accordance to the Underwriting Guidelines and Authority limits.

Provide support and quotation to all marketing channels within authority acceptance limit in accordance to the Company and the Authority (including PIAM, BNM etc.) Guideline.

Monitor & ensure all documents received from Marketing are underwritten and processed accordingly for

policies & endorsements issuance.

Monitor loss ratio and review on rate, terms and condition during renewal scrutiny.

RI placement for risk exceeding Company capacity and/or where it is required

Signing & checking of policies and endorsements as per SLA

Ensuring compliance of Bank Negara Guidelines relating to Underwriting

Staff coaching

Development, Configuration and Maintenance of General Takaful Underwriting System

Any other duties and responsibilities assigned by the Management from time to time

## **Experience**

Date of Employment : 1/1/2001

Hong Leong Assurance Berhad

Kuala Lumpur

## **Business System Analyst**

Business Analytics:

Gathering & documenting business requirements ;

Translating problems and opportunities into action by creating functional specifications and test plans

Coordinating the testing and implementation of projects and system changes with business users;

Obtain business requirements using various approaches such as interviews, document analysis, requirements workshops, surveys, business process descriptions, business analysis, work flow analysis etc

Act as the business advocate between the users and IT teams

Support users on usage and functional questions

Participate , support and deliver new products launches, service request for system enhancement

concise comprehensive, traceable , feasible , unambiguous and verifiable

Perform Gap Analysis

Continuous Improvement

Lead efforts for application upgrades

Proactively research new functionality and products that can give an applications competitive edge

Work with various vendors to evaluate opportunities to extend the applications current and future use by the business,

Project Management

Plan and execute User Acceptance Testing (UAT) and Operations Readiness Test.

Develop business requirements with relevant business stakeholders. Translate business requirements to functional and non functional requirements, using industry best practice techniques.

Identifying automation opportunities for manual activities by establishing new processes

Participate in development of processes, business rules, user policies and procedures.

Completion of project status reports for Management and Business stakeholders as required

## **Experience**

Date of Employment : 1/1/2000

Hong Leong Assurance Berhad

Kuala Lumpur

### **Fire Underwriting Executive**

Provide support and quotation to marketing within authority acceptance limit in accordance to the Company Guideline

Monitor loss ratio and review on rate, terms and condition during renewal scrutiny

Responsible for underwriting Fire Insurance and other related classes in accordance to the Underwriting Guidelines and Authority limits.

Provide support and quotation to marketing within authority acceptance limit in accordance to the Company and the Authority (including PIAM, BNM etc.) Guideline.

Monitor & ensure all documents received from Marketing are underwritten and processed accordingly

Monitor loss ratio and review on rate, terms and condition during renewal scrutiny.

Liaise with RI department for risk exceeding Company capacity and/or where it is required

Signing & checking of policies and endorsements as per SLA

Ensuring compliance of Bank Negara Guidelines relating to Underwriting

Staff coaching

Any other duties and responsibilities assigned by the Management from time to time

### **Professional Education**

Dates of Attendance : 01/01/2001 – 31/08/2005

Associate, Malaysian Insurance Institute, Associate, Chartered Insurance Institute

Chartered Insurer

### **Academic Education**

Dates of Attendance : 1/11/1994 to 31/8/1999

Bachelor of Commerce (Honours)

Lincoln University, New Zealand

- Second Class Upper Division

### **References**

References are available on requests

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