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| PERSONAL PARTICULARS |
| Name | : | Zaidi Bin Omar |
| Phone No / HP No. | : | 03 20790813, 012 9264688 |
| E-mail | : | zaidiomar74@gmail.com |
| Address | : | 29 Jalan UB 3, Taman Ukay Bistari, Hulu Kelang, 68000 Ampang, Selangor |
| Age | :  | 41 years old (Date of Birth – 7th February 1974) |
| Sex | : | Male |
| Marital Status | : | Married  |
| Health Status | : | Excellent |
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| EDUCATION BACKGROUND |
| 1998 – 1999 | : | Malaysian Insurance InstituteDiploma in Risk Management (DMII) |
| 1994 – 1997 | : | Universiti Utara Malaysia (UUM)Bachelor in Buss. Admin (Hons) – Major in Finance |
| 1992 – 1993 | : | UUM Matriculation Centre |
| 1987 – 1991 | : | Sekolah Menengah Sains Sultan Haji Ahmad Shah, Kuantan, Pahang SPM – Grade 1 SRP – Grade 1  |
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| TRAINING |  |  |
| September 2013March 2015 | :: | Willis Re Reinsurance Training Program – London, United KingdomRun-Off Management by MNRB – Ho Chi Minh |
| July 2007 | : | Mind Mastery : Peak Performance & Success Skills organized by MNRB - Bandung, Indonesia |
| September 2005 | : | Reinsurance Seminar of Toa Re – Tokyo, Japan |
| February 2003 | : | Technical Course in RI Accounting – SCII, Singapore |
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| EXPERIENCES |  |  |
| August 2004 – present | : | **Tokio Marine Insurans (Malaysia) Berhad – Senior Manager (Head of Reinsurance Department)** |
|  |  | * Administration
* Overall in charge of the administration and operation of the Treaty and Facultative section
* Treaty Reinsurance
* Handle all class of Treaty i.e. Fire, Engineering, Miscellaneous, Marine Hull, Marine Cargo, PA, CXL, Non Marine XL, Marine XL, Trade Credit
* Review treaty terms, conditions, slip wording for treaty renewal
* Ensure all Treaty statistics and reports are prepared and send out to treaty brokers / reinsurers and regulatory
* Arrange and coordinate the placement of treaty programme
* Prepare Summary of Treaty Limits, Terms and Conditions and RI Securities for Management
* Ensure all treaty contracts are properly executed on timely basis
* Conduct briefing to the staff and other departments on treaty changes
* Ensure REINS reporting is done accurately and within the timeline
* Facultative
* Prompt placement of Risks - To protect company’s interests and ensure adequate reinsurance placement on timely manner
* Monitor Reinsurance Outward Exposure
* To achieve the Targeted Premium Production Budget set for the RI department
* Manage Reinsurance Inwards business and profitability
* Reinsurance Management and Exposure Control
* Critical Analysis on Facultative RI business which includes monthly review on claims and its ratio on each class of business to ensure underwriting profitability and growth.
* Operation Manual for Treaty and Facultative – updated on annual basis
* CSA Underwriting Review – Conduct random checking on policies issued as to ensure complies to the underwriting guidelines
* Reinsurance Security Rating and Exposure Monitoring – Quarterly basis
* Obtaining Local Security Approval from the Regional Office – on yearly basis
* Comply to Regulatory Guidelines on Reinsurance Arrangements (BNM JPI/GPI 22)
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|  |  | * Achievements:
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|  |  | * Persatuan Insurans Am Malaysia (PIAM) Sub Committee for Education – Think Tank for 2014
* Working Committee for TMIM and MUI Integration. Performed due diligence on MUI Reinsurance Department prior to TMIM acquisition of MUI.
* Key member for TMIM and PGI Integration in year 2009 and TMIM and AIM Integration in year 2007
* Actively involved in TMIM and AIM/PGI integration process for reinsurance matters, e.g. Portfolio Analysis, placement of risks to local and overseas reinsurers, panel of reinsurers as per TMAsia guidelines, Special Schemes & fronting arrangement, risk accumulation, referral risks and etc.
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| May 2003 – July 2004 | : | Takaful Ikhlas Sdn Bhd – RI Executive |
|  |  | * Treaty Reinsurance
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|  |  | * + Involve in the set up of Treaties for the company i.e. Proportional Treaty and Non Proportional Treaty
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|  |  | * + Preparing Treaty related Reports to Reinsurers / Brokers / Regulatory
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|  |  | * + Review of Treaty Slip Wording and Endorsement / Addendum
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|  |  | * + To ensure any breaches of JPI/GPI Guidelines on reinsurance Arrangements are reported to the Board of Directors and Bank Negara Malaysia
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|  |  | * + Facultative
 |
|  |  | * + To calculate the retention for Fac RI Outward cases in order to ensure the company’s retention limit is not exceeded
 |
|  |  | * + Prompt placement of risks - To protect company’s interests and ensure adequate
 |
|  |  | * + To source for Facultative Reinsurance Inwards business from other Takaful companies
 |
|  |  | * + To asses reinsurance business offered by other companies in line with treaty facilities, rates charged and claims experience
	+ Requesting and liasing with Treaty Leader on Special Acceptances
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| Jan 2001 – Apr 2003 |  | **South East Asia Insurance Berhad (Uni.Asia Gen. Insurance Berhad) – RI Executive** |
|  |  | * Facultative
 |
|  |  | * To calculate the retention for Fac RI Outward cases in order to ensure the company’s retention limit is not exceeded
 |
|  |  | * Prompt placements of risk
 |
|  |  | * Preparing of the Placement Completion Report and LSR Fees to be submitted to the Scheme Manager of MRB for cases that fall under LSR
 |
|  |  | * Requesting and liasing with Treaty Leader on Special Acceptances
 |
|  |  | * To source for Facultative Reinsurance Inwards business from other insurance companies and brokers
 |
|  |  | * To asses reinsurance business offered by other companies in line with treaty facilities, rates charged and claims experience
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| Jan 2000 – Dec 2000 |  | **Arab Malaysian Assurance Berhad (Am Assurance Berhad) – Treaty Accounts Officer** |
|  |  | * Preparing Treaty related reports for Brokers / Reinsurers / Regulatory
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|  |  | * Preparing Voluntary Cession Statements of Accounts to MRB and Auto Fac Statements of Accounts to MRB
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| Dec 1997 – Dec 1999 | : | **Arab Malaysian Assurance Berhad (Am Assurance Berhad) - Inspection Officer**  |
|  |  | * To perform operational and compliance audit as per company procedure, PIAM and BNM JPI/GPI
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|  |  | * To perform investigation as and when required by the company
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| Activities |  |  |
| 2013 - 2015 | : | * Sub Committee for Education – Think Tank , Persatuan Insurans Am Malaysia (PIAM)
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| 1992 - 1993 |  | * Vice President for Special Function Bureau, UUM Matriculation Centre Student Council
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|  |  | * UUM Matriculation Centre Football Team
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| Skills |  |  |
| Computer | :  | Microsoft Office |
| Language (Written & Oral) | : | English & Bahasa Malaysia  |
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| **Availability** | : | Immediately after notice period of 2 months |
|  |  |  |
| **References** | : | Razi SulaimanSenior BrokerMiller Insurance BrokersKuala Lumpur, MalaysiaHP: 016 6621660 |
|  |  | Selina LeongRHB Insurans BerhadKuala Lumpur, MalaysiaHP: 012 3251110 |