



MANAGEMENT TRAINEE PROGRAM *info pack*

Labuan Reinsurance (L) Ltd

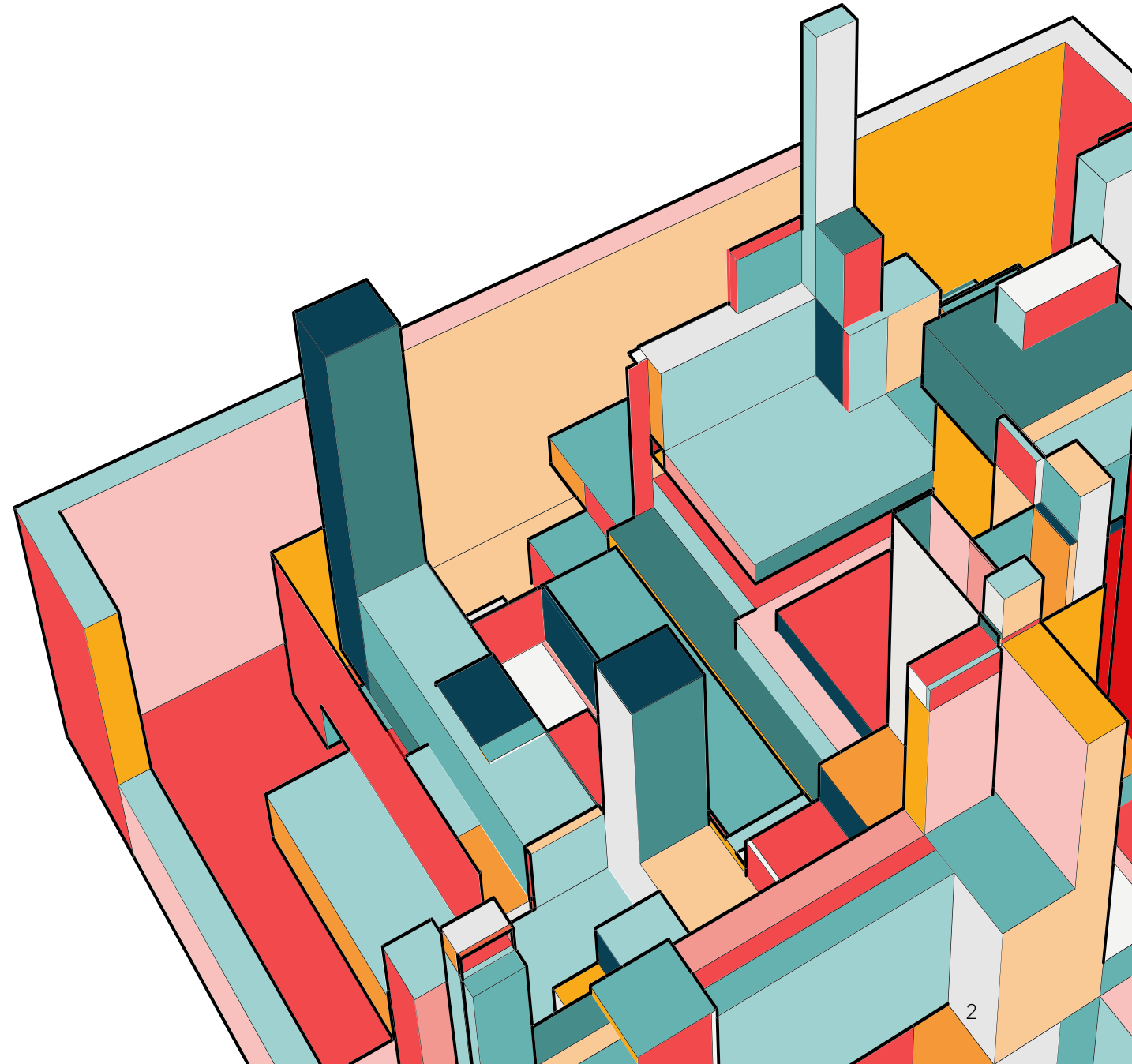


Labuan Re

ABOUT US

Labuan Re was incorporated in Labuan, Malaysia on September 14th, 1992. The Company was established to write general reinsurance businesses. Subsequently, the Company also commenced writing Retakaful businesses in 2007. Our Head Office is in **Labuan**, and the Co-Located Office is in Bangsar South, **Kuala Lumpur**.

We are a local company but an international player in the reinsurance business by working with our business partners in Southeast and North Asia, Europe, America and Middle East.





SHAREHOLDERS



OUR OFFER

OBJECTIVE

Labuan Re offers an individual placement named **Management Trainee Program** to support university graduates' capacity building and our company talent development.

REQUIREMENT

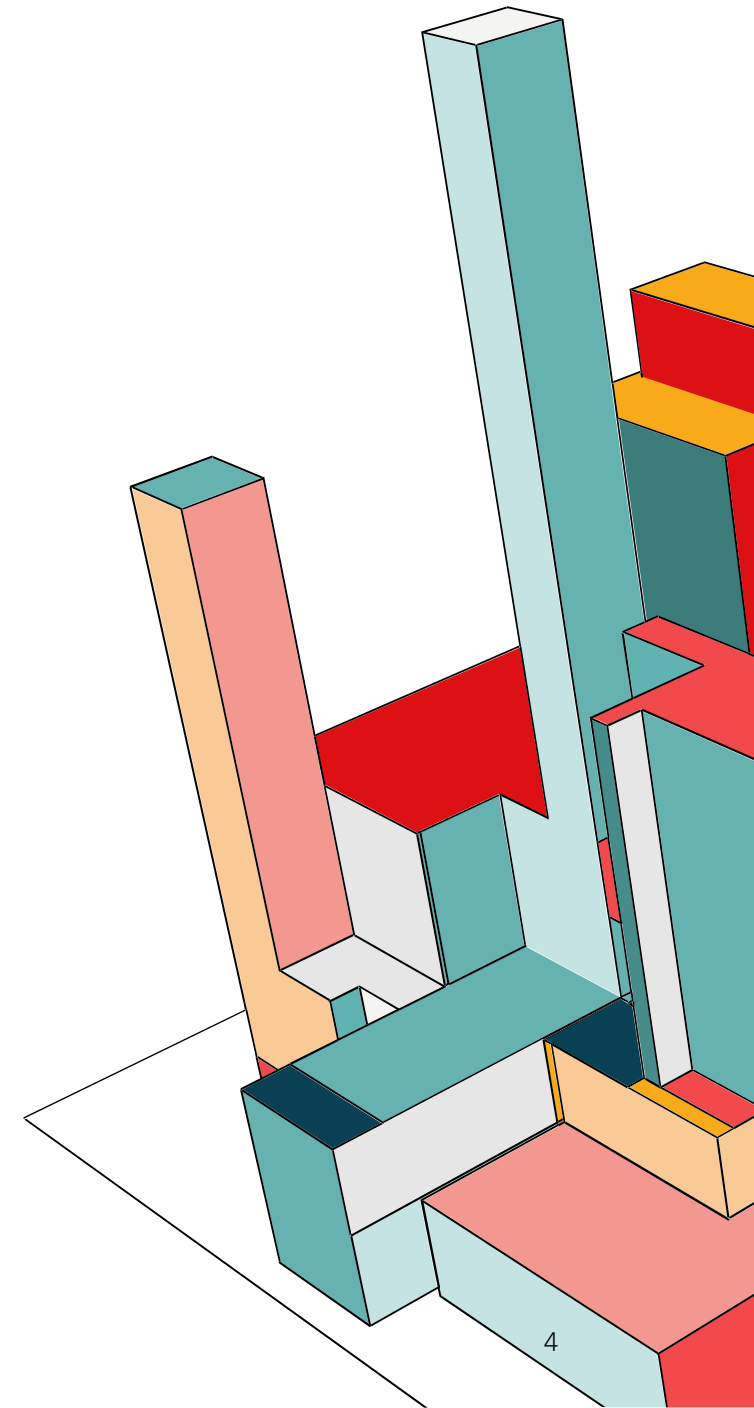
Bachelor's degree graduates in **Actuarial, Insurance, Banking, Finance, Accounting,** or any related discipline or **Professional Certification** are encouraged to apply. Graduates with two years or less working experience can be considered.

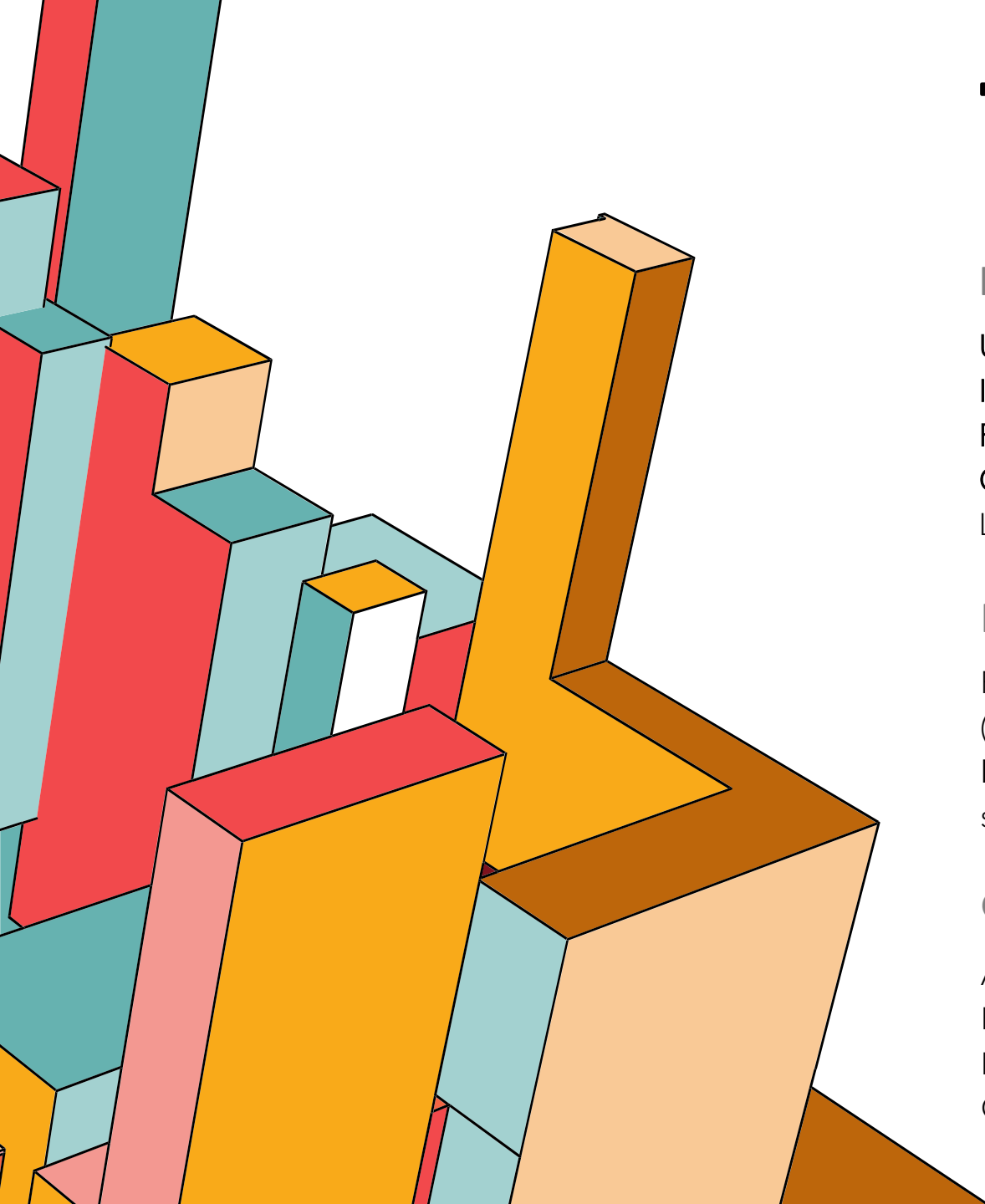
DURATION

The Program duration is **12 months**, with job rotation within the host department. Subject to a **12 month bond** effective from the date he joined the Program and another **12 months upon completion of the Program** if absorbed as an employee.

SELECTION

Shortlisted candidates will undergo a thorough **selection process** i.e., written test, personality profiling, presentation on a given topic, and panel interview.





THE JOURNEY

HOST DEPARTMENT

Underwriting Department - based in KL

Investment Department - based in KL

Finance Department - based in KL

Claims & Retrocession Recovery Department - either based in KL or Labuan.

LEARNING & DEVELOPMENT

Focuses on **experiential** (on-the-job) and **social** learning (coaching/mentoring). Trainees are encouraged to participate in all **Knowledge Sharing Sessions** conducted by Labuan Re's internal subject matter.

CLOSE THE GAP

A **Competency Assessment** is required at the end of the first 12-month Program to assess the trainee's awareness and adaptiveness of Labuan Re's Core Values, Leadership/Behavioural, and Functional Competencies.



ADVANTAGE



DURING

Each trainee will receive a **monthly allowance** with essential benefits like insurance & medical outpatient coverage.



PROGRAM END

There is **no guarantee to be absorbed** as an employee unless the opportunity arises and the trainee's performance meets expectations.



ABSORBED

If absorbed as a permanent employee, you will receive a **monthly salary** and other benefits.

Once absorbed as a permanent employee and has been confirmed in the position, you can apply for our **Education Assistance Program** to pursue professional qualifications such as in actuarial, insurance, accounting, etc.



TERMS & CONDITIONS

WITHDRAW

The Company is committed to invest, train and provide career opportunities to trainees in the insurance industry. If the trainee resigns **during the Program**, the trainee is liable to compensate the Company a **3-month basic allowance**.

EXCLUSION

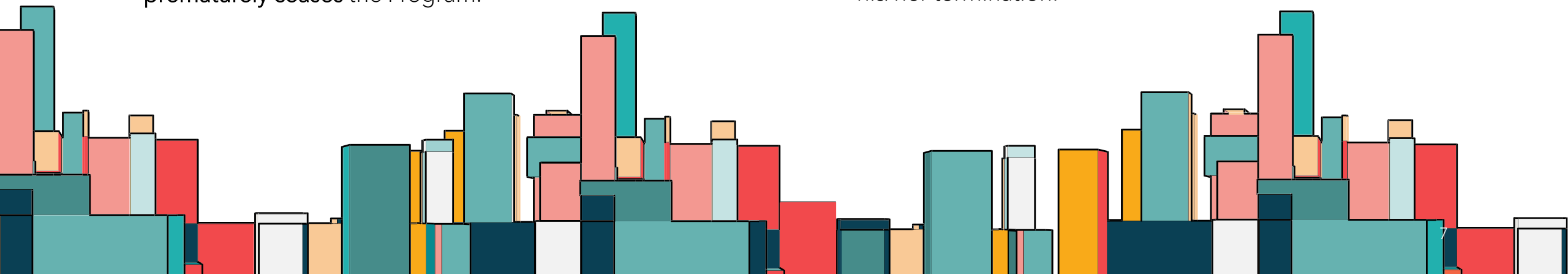
The trainee is not required to compensate the Company if the Company **cannot offer** the trainee a permanent position at the end of the Program, or if the Company **prematurely ceases** the Program.

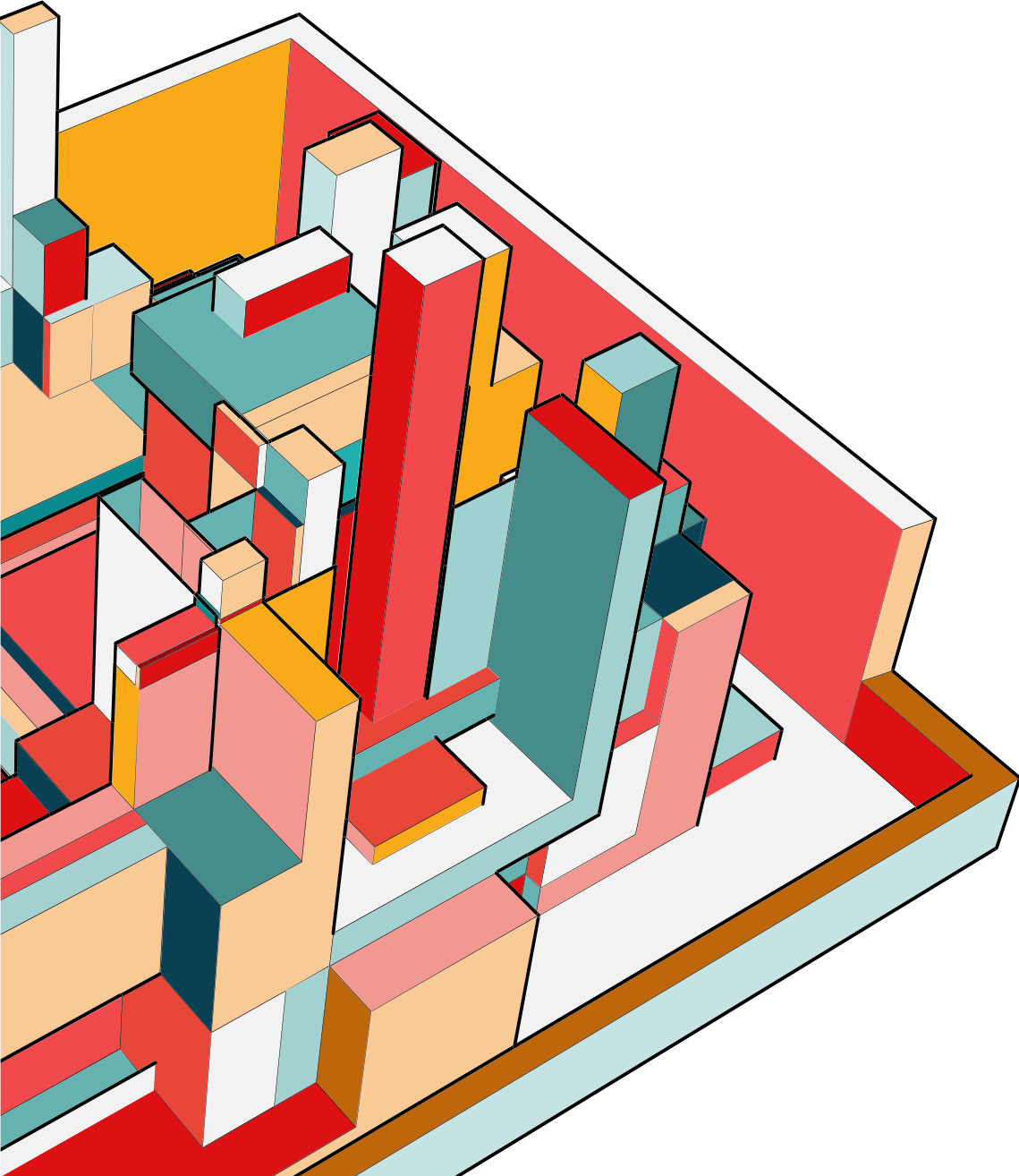
IF ABSORBED

Upon completion of the Program, if **absorbed** as a permanent employee, the employee is responsible to compensate the Company a **3-month basic salary** based on the basic salary received at the time of his/her resignation.

TERMINATED

In case the trainee is **terminated due to misconduct**, the trainee is still liable to compensate the Company a **3-month basic allowance/salary** received at the time of his/her termination.





YOUR ROLE

- ✓ Actively participates in the Program and learn quickly during the attachment period.
- ✓ Understands the job and competency required for the respective role/function.
- ✓ Initiates the Competency Assessment for the mentor's feedback.
- ✓ Discuss career progress and challenges faced with an assigned Human Resource counsellor every 3 months.



WHAT'S IN IT FOR YOU?

TRAINEE, UNDERWRITING

- Exposure to Conventional/Retakaful/Facultative underwriting in administrating and preparing underwriting statistics for the relevant markets (all regions), including the Middle East, North Africa, and South Asia Region, North America Region, and Southeast Region conventional markets. This includes learning about pre-underwriting treaty risks.
- Understanding and assisting backend reinsurance support on the treaty and facultative contracts.
- Increase capabilities in using data as part of business intelligence analytics

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WHAT'S IN IT FOR YOU?

TRAINEE, INVESTMENT

- Opportunity as a start-off career in managing treasury and investment products, facilitating the banking requirement on investment portfolio management, investment-related settlements, etc.
- Support the Fund Managers in identifying companies for investments through research and analysis.
- Learning to prepare various investment reports, essential documentation, and risk and compliance on the investment guidelines.
- Exposures to Investment Tools and Systems used for analysis, projection, and decision-making.

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WHAT'S IN IT FOR YOU?

TRAINEE, FINANCE

- Assisting in handling data inputs in the SICS system and attending to inquiries from brokers/agents and internal stakeholders.
- Preparing different types of financial reporting and accounting tasks per the procedures laid down in the Procedural Manual of the Accounts Department and applicable rules and regulations.
- Exposure to all Finance operations that include payment, reconciliation, credit control, and reporting.

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WHAT'S IN IT FOR YOU?

TRAINEE, CLAIMS & RETROCESSION RECOVERY

- You learn how to record and process claims based on the contract of policies, different classes of insurance products and services, and countries' tariff or treaty laws governing insurance contracts.
- Preparing the different claims/event reports for management reporting /board updates.
- Experiencing how negotiation and settlement of claims, recovery of excess claims, and loss adjusting are done.

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THANK YOU

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