

Name: Bharti Puri 4th year BBA Business

Placement Partner: Allianz

Job Description:

Insurance administrator – worked on spreadsheets, customer service, Inputting data, daily post, printing, contacting brokers.



What I Did:

Start Date: 08/08/2017 **End date:** 17/08/2018

Worked on spreadsheets, excel, back file processing, daily post from EBS and PTSB, inputting data, setting up new business policies, activating policies, cancelling policies and printing (post services).

Learning Outcomes:

Teamwork, communication, time management, organizational skills, punctual skills. Learned business models in college and the structure of the organization which I got to see in real.

- Leadership and line manager role
 - No Insurance is not my area but if I were to go back, I would go for the people.
- I haven't got a written offer but I was told several times " we want you back as soon as you finish college"

" I hugely recommend doing a placement as it gives you a break from study too"

Contact: Placement Office placement@mu.ie