



Associate (Insurance)

Permanent

Singapore

1-4 PQE

Before you meet us, get to know us

RPC is a modern, progressive and commercially-oriented law firm. From our regional Asia offices in Hong Kong and Singapore, as well as our UK headquarters, we provide advice to both APAC and international clients.

What we do

Our practice spans a wide range of industry sectors and is broadly split into two discrete areas: insurance and commercial. As one of a few international law firms operating in Singapore under a Joint Law Venture, our clients are able to obtain seamless advice from a single entity. We draw together the international expertise and resources of RPC and the local knowledge of Premier Law to provide an exceptional service. Our team of leading lawyers combine decades of experience in the region with unrivalled expertise in their respective markets.

Why we're different

We have a confident, accessible and enterprising approach that sets performance, service and value at the top of the agenda. Our goal is to do the usual things unusually well, make the complex simple and help our clients build better, stronger businesses.

Our success is built on the level of service we give to clients – delivering what they want, on time and in an easily accessible manner.

How we work

We're friendly and approachable, yet we're not afraid to give tough advice and few are more tenacious when it comes to securing the results you need. We ask questions that get straight to the point and listen because we're genuinely interested in our clients and their businesses. We understand how our clients work, the pressures they face, and the ambitions they have. And, of course, we love our work.

Where we work

We act for a large number of international clients with interests throughout the world. We have offices in both the UK and Asia and, as a founder-member of TerraLex – one of the world's largest legal networks – we have strong links with law firms in over 100 jurisdictions allowing us to offer a seamless service to our clients across the globe. In addition, we are a founding firm of Global Access Lawyers - an international platform which



brings together the best lawyers from leading insurance firms across the globe to offer clients unrivalled, specialist legal advice.

Our Singapore office is based at Marina Bay Financial Centre. Our offices occupy a prominent position on Marina Bay, located alongside our insurance and corporate client base. The office as a whole is currently made up of 8 partners, 12 lawyers and 11 support staff.

Our Singapore office operates closely alongside our Hong Kong team in the region. Our Hong Kong office is based at One Taikoo Place and is made up of 9 partners, 24 lawyers and 26 support staff.



Role overview

With over 60 years' experience at the heart of the insurance industry, handling coverage, claims, defence and product development work, we are specialists with expertise across all classes of business. We are the insurance firm of choice for many of the largest insurers and reinsurers in the Hong Kong and Singapore markets and across the Asia-Pacific region.

We have 30 dedicated lawyers and case-handlers across our Asia offices. The team work together as an integrated Asia insurance practice and adopt a joined up and coordinated approach to ensure our clients obtain the best quality service across the entire region.

Our insurance team in Asia covers most of the markets' specialist lines: marine, property & casualty, onshore and offshore energy, construction and engineering, political risk, terrorism, trade credit, professional indemnity and financial lines. We have a full market range insurance and reinsurance capability.

In Singapore, where we have the largest insurance and reinsurance team among the offshore firms in the market, we are handling many of the largest and most complex disputes in the market, particularly in the property, business interruption, power and energy, terrorism, engineering and construction sectors.

We are currently seeking an additional experienced associate with between 1 and 4 years' PQE who has a good quality grounding in insurance work to join the Singapore office at an exciting time of growth for our practice in Asia.

We can offer broad and high-class work spanning insurance / reinsurance coverage advice with a focus on international property, machinery breakdown, business interruption and marine insurance claims:

- **International property** – advice to the leading insurers and reinsurers of all types of commercial and industrial property risk throughout the world, from large single risk losses to natural catastrophes
- **Power and energy** – advice on coverage issues arising out of the operation of energy facilities all over the world including renewables, traditional power generation, oil and gas (on-shore and off-shore) and utilities
- **Business interruption** – handling business interruption coverage issues arising out of general property losses, natural catastrophes, power generation and other machinery breakdown losses, terrorism and political violence events and mining losses
- **Construction insurance** – advice on issues arising out of construction projects under associated insurances such as CAR / EAR, DSU and construction PIT
- **Reinsurance** – coverage advice on both treaty and facultative reinsurance
- **Marine Insurance** - full service for the claim cycle – providing casualty response and investigations, salvage, coverage, claims handling and resolution, liability defence, product development and recovery work.



The ideal candidate will be highly regarded and have between 1 and 4 years' post qualified experience at a recognised insurance practice. They will have broad insurance experience but ideally with a focus (or at least some experience) on some of the following lines of business: international property; marine insurance; off-shore energy; business interruption; engineering/machinery breakdown; construction (CAR/EAR) insurance claims (particularly in the power, energy and industrial risks sectors). There will also be the opportunity to work on and support professional and financial lines insurance matters (working alongside partners and lawyers in our Singapore, Hong Kong and UK offices). Experience in all of the above areas is ideal but not essential, i.e. there can be opportunities for candidates with more narrow experience in particular areas to broaden out and develop the breadth of their insurance experience within the Singapore market.

We can offer a high degree of direct client contact and client liaison responsibilities and the role will offer hands on business development opportunities and active participation in marketing activities.

The successful candidate will work as a member of the wider Asia insurance team. Their role will be to build on the strength we have already developed and to help the partners to grow the practice from an already excellent base and optimise our client and contact base.

Not only will you enjoy good quality work, but you will also benefit from responsibility, plenty of client contact and good development and training opportunities synonymous with an open, friendly work environment. This is an exciting opportunity to perform a senior, high visibility role in the growing and vibrant Singapore market

Candidates should have a strong academic background, an agile intellect, commercial acumen and a practical approach. Just as important are a sociable personality, professionalism and experience of leading teams and managing people.

Key responsibilities

Day to day duties are likely to include:

- Day to day management of a caseload of claims, with a focus on coverage issues and disputes
- Delivering high quality and timely output to clients, ensuring high levels of client service and alignment with agreed working practices and client service level agreements
- Contributing to the development and improvement of the team's service, support, processes and procedures
- Demonstrating the values and behaviours that for which the team is known and keep it client-focused
- Working to develop an environment of constant improvement: enthusiastically sharing with and helping others; and taking responsibility for aspects of team development, such as intranet pages, training and induction, process improvements etc.
- Capturing and collating required Management Information in accordance with agreed practice for clients
- Will have the opportunity to attend client events and/or travel, principally to London.



Position requirements

Experience:

- 1-4 years' PQE
- Demonstrable experience gained within a recognised, high quality insurance practice
- Experience of international property, business interruption, power / engineering, construction, marine insurance or off-shore energy, is desirable
- Ability to build and develop rapport with client; good client relationship skills
- Motivated and committed
- Strong organisational / project management skills
- Enthusiastic personality who likes to work in a team
- Energetic about client contact and keen to play a full role in practice development
- Excellent academic background
- Chinese language skills are not required for this role



Recruiting the best – our culture

The workplace culture we value

WHERE:

- We trust each other to want to thrive; to care about and do the right thing for the firm and its clients; and be committed to our individual and colleagues' development and learning
- As adults, we are capable of being responsible for our actions; behaviours; decisions; and impact on others
- It is our personal responsibility to get timely and useful feedback and to use development pointers to guide performance improvement supported by others – including the People & Talent Development Team and Line Manager – through regular, quality conversations
- We share ownership and accountability for performance: managers and peers are accountable to each other
- Collegiality; approachability; inclusiveness and co-operation are key
- We balance autonomy, support and challenge to grow
- We are efficient and adopt a pragmatic, solution-focused approach

In practice this means...

AT RPC WE

- Want to do great work, "wherever", "however" (at office, at home, at client)
- Go the extra mile for clients and colleagues (in terms of output)
- Contribute positively to life at RPC, with particular reference to finance, social life, behaviour, functional expertise and development
- Nurture adult to adult relationships based on shared accountability
- Care about our colleagues and the firm – and want everyone to succeed

AND OUR MANAGERS

- Care about their people, treating everyone with dignity and respect
- Work to create an inclusive environment in which people can thrive and develop (which sometimes means getting out of the way)
- Make regular time for quality conversations that build stronger connections
- Hone their judgment skills and flex their personal style when working with others

Candidate profile



You will be expected to display the attributes set out under the firm's CareerBuilder:

The How

Growth mindset

- You know abilities and intelligence aren't fixed and that performance is based on hard work, continuous learning and focused effort

Solution focused

- You see the problem, understand its significance, and get to the heart of the issue quickly and thoroughly

Resilient

- You are proactive, show resolve and adapt to evolving situations

Pioneering spirit

- You have an independent perspective. Generate, solicit and share new ideas, offer new solutions or ways of working and get involved in making changes and improvements, both for the firm and our clients

Emotionally savvy

- You are keen to understanding how you come across to others through formal and informal feedback and you really 'get' people – what makes them tick, what excites them, what concerns them and you can use this to develop and build meaningful and open relationships

Collaborative

- You work constructively with others, share valuable resources, and help others excel by mentoring, supporting and coaching them to deliver success

The What

Technical

- You are a highly skilled commercially minded lawyer

Client

- You tailor your approach to every client and deliver a high quality legal service and timely solution that's tailored for them

Brand, marketing and sales

- You focus on developing your (our) practice area(s). You are passionate about our business and making it better for tomorrow

Business management

- You manage your work effectively to maximise the success of the firm

People & Culture

- You support, collaborate and contribute to the culture of the firm



Investing in you – our current benefits package

In addition to offering a competitive salary, the firm currently offers the benefits listed below in our Singapore office. Of course, these may change from time-to-time.

Key benefits

- 25 days of annual leave with the option to apply annually to flex by either buying or selling some of your entitlement (pro-rated for part-time employees)
- Group term-life (4 x annual salary)
- Critical Illness protection
- Discretionary bonuses

Wellness benefits

- Private medical insurance (including group dental plan)
- Confidential employee assistance programme

Lifestyle benefits

- Enhanced family leave

A sample of internal/external networks we support

- CityParents
- LINK
- Working Parents & Careers Network
- 30% Club
- Diversity Role Models
- Stonewall
- Good Recruitment Charter, REC



Our recruitment process

At RPC we take recruitment seriously. We've designed our procedures to be simple, transparent and easy to engage with, so that ultimately we can all make the right decision.

We are committed to ensuring that our recruitment processes are as inclusive as possible. This includes making adjustments for people who have a disability or long-term condition. If you have any questions, or any adjustments to be made to the application process or interview process, please let us know or your representative.

If you are invited to attend an interview, you will usually meet two partners or some managers from your preferred practice area/department. Only in this way can we and you judge whether there is a meeting of minds. If so, we may proceed to a second interview with other partners relevant to the role and, in some cases, suggest that you meet your potential colleagues. After all, changing jobs is a big decision and we want you to be sure.

If we make you an offer and you accept, we will provide a supportive service via our HR team who will be on hand to discuss any matters which may arise, be it a convenient start date or transferring a pension scheme.

On joining, as well as introducing you to your new colleagues, you will attend a comprehensive induction course which deals with many of the questions which will arise during your first few weeks. Induction also includes IT training so everyone is familiar with our software systems.

Please contact our Senior Recruitment Executive, Kim Lewis if you require further information or have any questions prior to your application: kim.lewis@rpc.co.uk



How to find us

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