Content Support Specialist

Location: Kitchener, Ontario
Job Description - Full time, permanent
Experience: 2-4 years underwriter or data specialist

About us:

ProNavigator is a venture-backed insurance technology company. Our team is made up of insurance industry veterans, technology experts, and data scientists who've come together to build solutions specifically for the insurance industry.

ProNavigator's platform incorporates natural language processing and machine learning to improve access to information and automate workflows for customers, distribution partners and employees. This is a great opportunity to join a tight-knit, fast growing team.

Key Responsibilities:

- Reviewing manuals and being able to translate effectively.
- Read and verify transcript data
- Review questions and answers and format google sheets
- Analyze manuals and identify key questions anticipated to be asked in the software platform

Required Skills and Qualifications:

- Preferably experience in the Insurance Industry
- Able to effectively write, read and converse in the english language
- Strong analytics and able to interpret similarities of different wording through different manuals
- Excellent command of the english language
- Knowledge of insurance terminology

To apply

Send a resume with a cover letter to admin@pronavigator.ai.