

July 14, 2015

Claim Auditor – Workers’ Compensation

KBM Management, a niche consulting firm serving municipalities and private corporations in New York State, is seeking a qualified individual to work in their Quality Assurance Claim Audit Department. The position entails auditing Workers’ Compensation claims and reserves for our existing self-insured clients, as well as work we do on behalf of the NYS Workers’ Compensation Board auditing terminated self-insured Trusts. Qualified candidates will be required to organize and disseminate data in the form of reports and presentations. In addition, qualified candidates will possess the following skills:

- Full knowledge of NYS Workers’ Compensation Law
- Familiarity with NYS Workers’ Compensation Medical Fee Schedules
- Knowledge of the NYS Workers’ Compensation Medical Guidelines
- Familiarity with all NYS Workers’ Compensation Board forms and filing timelines
- Experience and knowledge of Microsoft Word and Excel software

Qualified applicants will possess a comprehensive understanding of Workers’ Compensation claim management procedures. The position requires excellent verbal and written communication skills, a high level of analytical ability and computer literacy. A complete benefit package is available for this full-time position. Please send resume and salary requirements to:

KBM Management
Attn: Mary Lou Karins
PO Box 722
Dewitt NY 13214