

Mr. Natapon Santivong



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PERSONAL DETAILS

Date of Birth	: 19 May, 1985
Age	: 37
Gender	: Male
Marital Status	: Single
Nationality	: Thai
Work Authorization Status	: Authorized to work in Thailand
Availability	: Immediately
Expected Salary	: Depending upon company's salary structure

EDUCATIONAL BACKGROUND

Highest Academic Qualification

2006 – 2010, Bachelor's degree: Faculty of Engineering, major in Industry with GPA 2.83
Sripatum University. - Thailand

Professional Qualification and Abilities

- : Ability to plan and organize work in order to meet the deadline.
 - : Knowledge of documenting information and filing records – both manually and electronically.
 - : Maintain perfect file records, ensuring important documents can be accessed quickly.
 - : Ability to analyze and solve problems in the working environment.
 - : Ability to work effectively under pressure in order to meet the desired objectives.
 - : Able to work well in a team and with a wide range of people.
 - : Highly responsible, good human relations, enthusiastic
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EMPLOYMENT HISTORY

Position : **Underwriter Non-Motor and Risk Engineer**
Company : *Southeast Insurance Public Company Limited*
Period : 2015 – 2022

Underwriting

- : Underwriting new and renewal policies of non-Motor and engineering
(All products except Motor, Marine and Health)
- : Handling Business from Agent and Branch Source.
- : Prepare the insurer's renewal notice to send customer a notice of renewal 30 days prior to the policy maturity date.

Risk Engineer

- : Surveying before and after insurance Assess the risks of the insured place suggest improvements to reduce the risk of underwriting property risk analysis Coordinate with external survey companies pay survey fees assess the risk report

EMPLOYMENT HISTORY

Position : Underwriter Engineering and Risk Engineer
Company : Siam Commercial Insurance Public Company Limited
Period : 2011 – 2015

Underwriting

: Underwriting new and renewal policies of Engineering
: Prepare the insurer's renewal notice to send customer a notice of renewal 30 days prior to the policy maturity date.

Risk Engineer

: Explore before and after insurance. Assess the risks of the insured place and suggest improvements to reduce the risk of underwriting properties / risk analysis

Claims (Assisting in the 2011 Flood Case)

: Assessing damage from flood disasters (2011) Negotiating claims, make a report to the responsible person.
: Summary of the daily overview of the negotiations and the damages incurred. Follow up on the progress of surveyors and negotiations in each damaged area

EMPLOYMENT HISTORY

Position : Sales Engineer
Company : ACME Co. Ltd.,
Period : 2011 - 2011

: Sale engineer, taking care of customers, preparing quotations of industrial water pump system.

EMPLOYMENT HISTORY

Position : Engineer
Company : PAKCO INTERNATIONAL CO. LTD.,
Period : 2010 - 2011

: Packaging design production control and check the product.
: Been a safety committee in the factory.
: Organize fire training.

Computer and Non-technical Skills : Ms.Office (Word, Excel, PowerPoint)
