

IMAGINE YOUR LIFE'S WORK IN OUR PIECE OF PARADISE

Vancouver Island, BC

Island Health is seeking a Full-Time Disability Administrator in Comox, BC.

Job Summary

Reporting to the Team Leader, Disability Claims Administration, you will ensure efficient and effective Worksafe, Long Term Disability (LTD) and Short Term Injury and Illness Plan (STIIP) claims management and service delivery, including a strong focus on proactive case management of claims. This will involve working closely with insurance carriers, managers, employees, and third-party service providers for short or long term compensation for work-related and non-work-related injuries and disabilities.

You will utilize available resources such as computer software and forms to prepare, submit and monitor claims. You will also build relationships with multiple stakeholders with the goal of returning employees to meaningful and sustainable work post injury. You will be a champion of return to work strategies and use creative and thoughtful planning as part of your case management practices.

Qualifications

As the successful candidate, you will have a level of education, training and experience equivalent to a diploma in business administration, human resource management or related field and 3 years of work experience preferably within a human resource environment.

Knowledge of WorksafeBC and LTD plans, as well as applicable policy, procedures and legislation is essential, as is the ability to communicate effectively both verbally and in writing, and maintain confidential personnel and health/safety information. A background in case management principles is also an asset.

Please note that some travel may be required to other sites.

Learn more and apply:

<https://islandhealth.hua.hrsmart.com/hr/ats/Posting/view/112425>

Questions?

Contact: Elysia O'Donnell, Team Leader, Disability Claims Management

Email: elysia.odonnell@viha.ca

About Us

Island Health – Vancouver Island Health Authority is one of British Columbia's five regional health authorities. With over 21,500 employees, 1,900 physician partners, and 7,000+ volunteers that give their time, skills and experience to our organization, Island Health is the largest employer on Vancouver Island.

We offer an exceptional employer-paid benefits package including dental and prescription coverage, group life, long term disability and extensive extended health plan.

Come be part of our future!

Excellent health and care for everyone, everywhere, every time

<http://www.islandhealth.ca/careers>

