



Insurance Professional  
**Level 4**

# Overview

## Apprenticeship: Insurance Professional

**Qualification:** Level 4

**Duration:** 24-30 months

Insurance touches the lives of everyone and allows us to operate secure in the knowledge that should the worst happen we will have the support we need.

The Insurance Professional apprenticeship provides a development pathway that will allow apprentices to specialise in a particular area of the industry with supporting and appropriate, professional qualifications. The standard is, therefore, of broad application across the insurance sector. It supports the consolidation of technical, industry and business knowledge and the development of the skills needed to apply this to a range of complex and/or unfamiliar situations.



### Type of job roles the programme is for

- Senior Claims Handler
- Underwriter
- Loss Adjuster

### Qualifications

- CII Level 4 Diploma in Insurance
- Functional Skills in Maths
- Functional Skills in English

### Progression opportunities

- Senior Insurance Professional Level 6
- Chartered Manager Degree Apprenticeship Level 6

### Core competencies

- Relationship Development
- Technical Ability
- Decision Making
- Processes and Procedures
- Professionalism

# Training Process

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- New learners are assessed by a Skills Coach to ensure their suitability for the programme
- After this, they will complete an initial assessment and scoping to identify areas of improvement, and development goals for the apprenticeship
- An apprenticeship induction is then held for new learners, where they will be introduced to the schedule of study

### Modules

Ongoing Skills Development Coach Support

#### 1 - M92 Insurance Business and Finance (mandatory)

- Online/Classroom: 4-5 days

#### 2 - M05 Insurance Law (mandatory)

- Classroom/Online: 4-5 days

### Gateway

- 24 months

### Assessment

- 24-30 months
- Reflective Discussion, Portfolio

Further optional modules from the diploma need to be taken up to the value of 120 credits that are relevant to the role for example broking, claims, underwriting.

# Pathway

## Apprenticeship: Insurance Professional

There is a clear GC Education & Skills career pathway for the apprentice once they've completed the Level 4 Insurance Professional course.

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### Financial Services Apprenticeship Routes

#### Level 2

Financial Services Customer Advisor Level 2

Investment Operations Administrator Level 2

#### Level 3

Insurance Practitioner Level 3

Investment Operations Technician Level 3

Risk / Compliance Officer Level 3

Snr Financial Services Customer Advisor Level 3

Workplace Pensions Administrator / Consultant Level 3

#### Level 4

Insurance Professional Level 4

Investment Operations Specialist Level 4