

Early Careers at Howden Insurance Brokers

Join Howden's Business Services team, based in Milton Keynes
for our 2024 programme



Click the button below to
learn more and apply

Register your interest →

Insurance. The best career you never thought of.

Insurance protects people and businesses against risks of unforeseeable events. Being part of insurance, one of the most influential and essential sectors of the UK economy, can provide access to a wide range of opportunities for career growth and development of skills and knowledge.



Welcome to Howden Business Services

Are you wrapping up your A-levels, finishing college, graduating from university or exploring new career options? Maybe you are thinking what next?

If you are looking to take on an exciting opportunity and build a long-term career, then look no further! The Howden Business Services team is the place for you to discover your next adventure. We are made up of a number of teams that support the full life-cycle of an insurance product.





Howden Business Services is made up of a number of teams built to support our Insurance Broking, Reinsurance Broking and Underwriting companies across the group, working with clients in over 150 territories.

What teams are part of Business Services?

→ Business Assurance

Conduct independent file reviews to allow us to meet our first line of defence obligations.

→ Claims Processing

Support with a range of back office activities ensuring processing accuracy.

→ Technical Processing

Offer best practice technical processing services across all lines of business and all Howden markets.

→ Projects

Help the business deliver projects on time, meeting quality standards.

→ Business Systems

Offer a fully integrated service to support all broking software platforms.

→ IBA/Trade Accounting

Manage insurance transactions across client, insurer and third party accounts.

→ Security & Counterparty

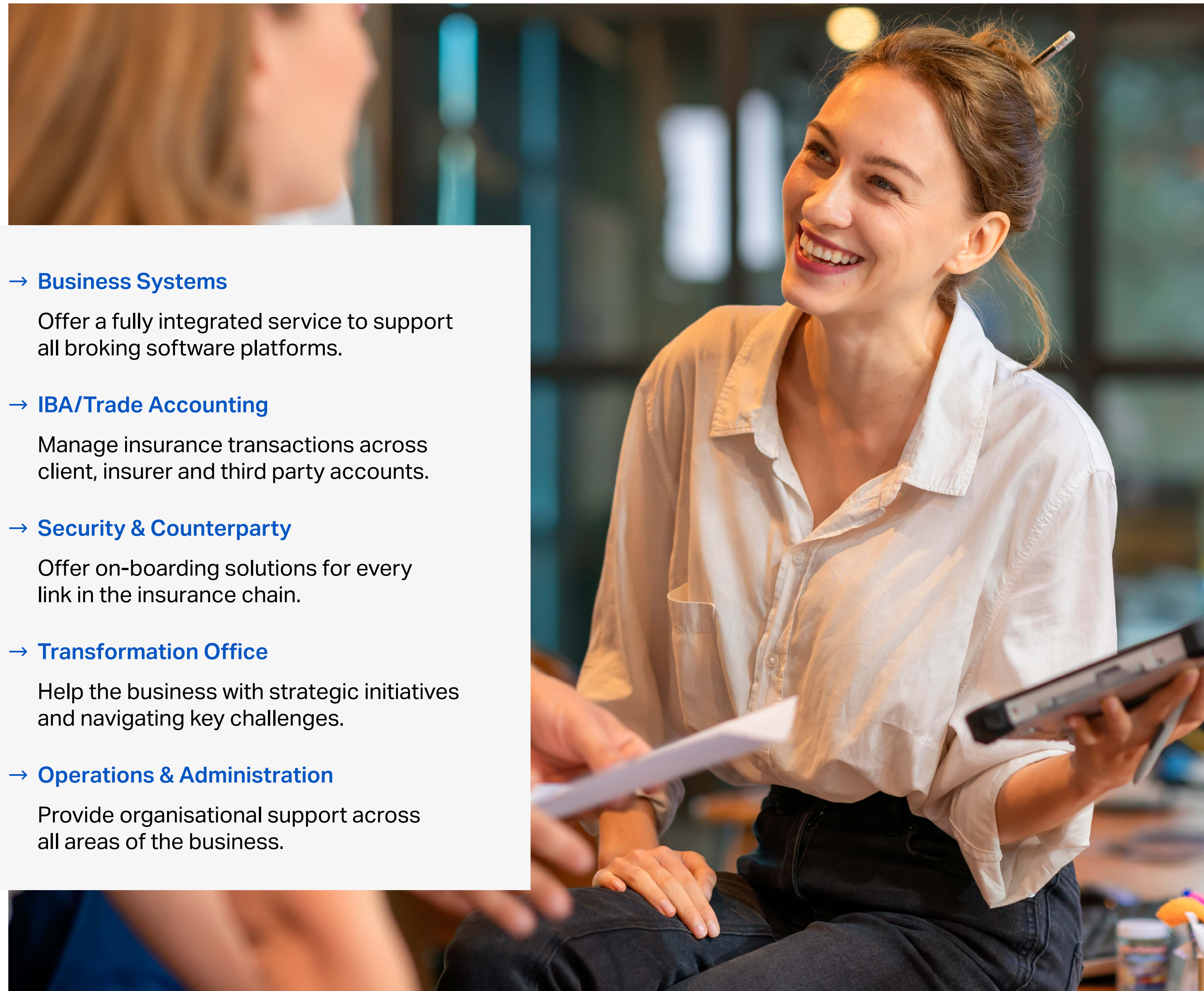
Offer on-boarding solutions for every link in the insurance chain.

→ Transformation Office

Help the business with strategic initiatives and navigating key challenges.

→ Operations & Administration

Provide organisational support across all areas of the business.



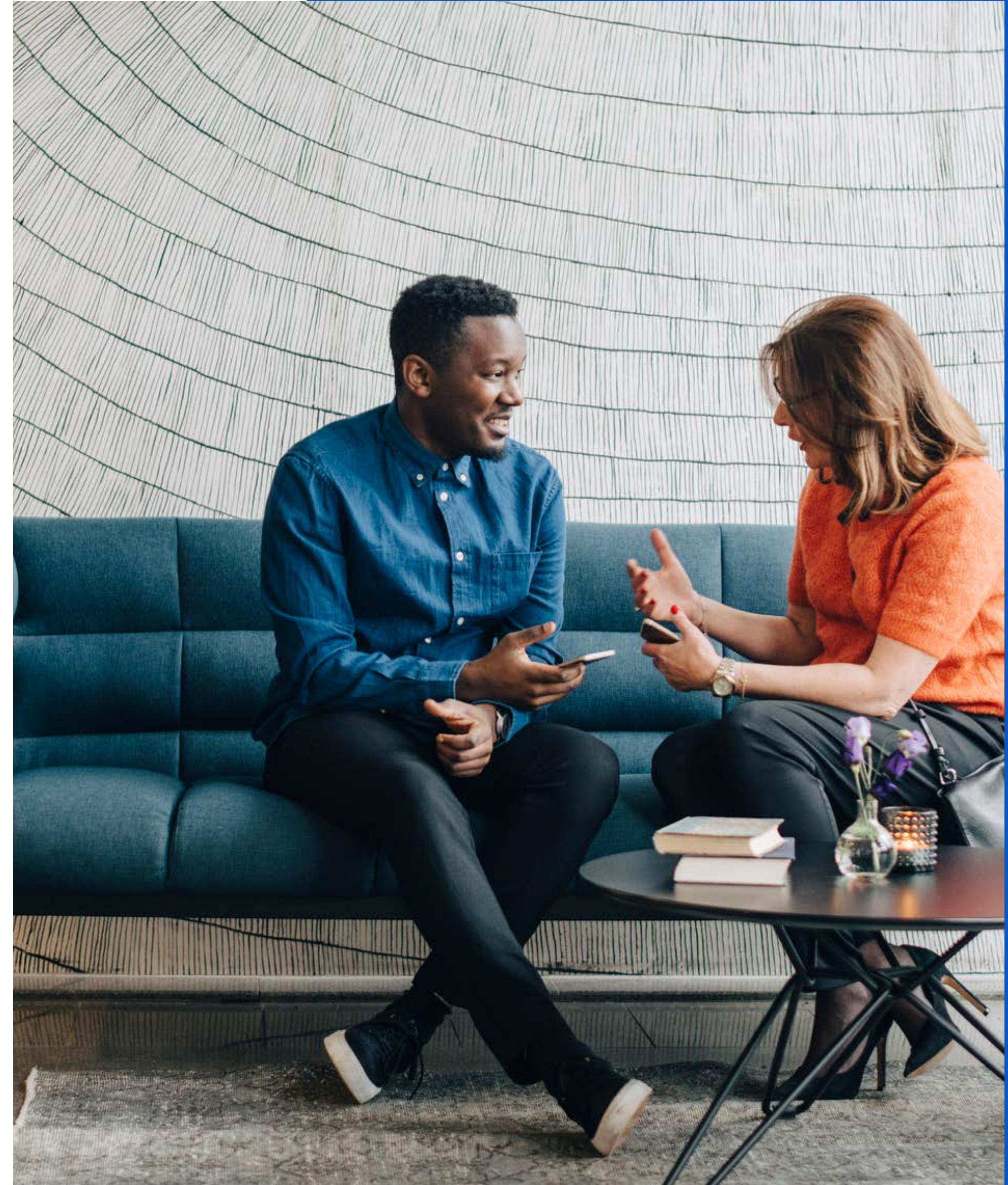
What will I be doing as part of the Business Services team?

At our beautiful new office based in Milton Keynes, which is one of our functional centres of excellence, you will support with servicing our clients whilst ensuring compliance with local regulatory requirements.

Your day-to-day might vary depending on the specific team you'll be joining. There will be a number of responsibilities that may include:

- Data input
- Problem solving
- Query resolution
- Communication with internal clients
- Liaison with market contacts

But don't worry if you don't have all the experience needed, you'll receive on-the-job training and support throughout to grow your career with us.





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We don't expect you to have any insurance knowledge when you start, just the motivation to work in the insurance industry.

What are we looking for in a potential candidate?

- Show the potential to thrive in a dynamic and rapidly changing environment.
- Have the ability to work together collaboratively, as part of a team.
- Exhibit strong attention to detail.
- Demonstrate effective communication skills (written and verbal).
- Experience with Microsoft Office software (Outlook, Excel and PowerPoint).

Howden Business Services recruitment process

Starting and building a career in insurance is hugely rewarding. And at Howden, we put our people first in everything we do. We don't do scary interviews, instead we follow a simple process to get to know you better. Our aim is to match you with the perfect team and role that aligns with your aspirations and skill set.



→ Stage 1

Register your interest via the QR code on page 11 of this brochure, or by emailing earlycareersrecruitment@howdengrp.com

→ Stage 2

We will contact you to tell you more about the opportunity. You'll also have the opportunity to ask us questions.

→ Stage 3

If selected, you'll then complete an online assessment to tell us a bit more about yourself and your skills.

→ Stage 4

If you pass our online assessment, we will invite you to an in-person assessment day to meet some of our managers and teams and find out more about you and your suitability for the position.

A career at Howden is built around you

What do we offer?



Learning and
development



Mentorship



Qualifications

In addition to:

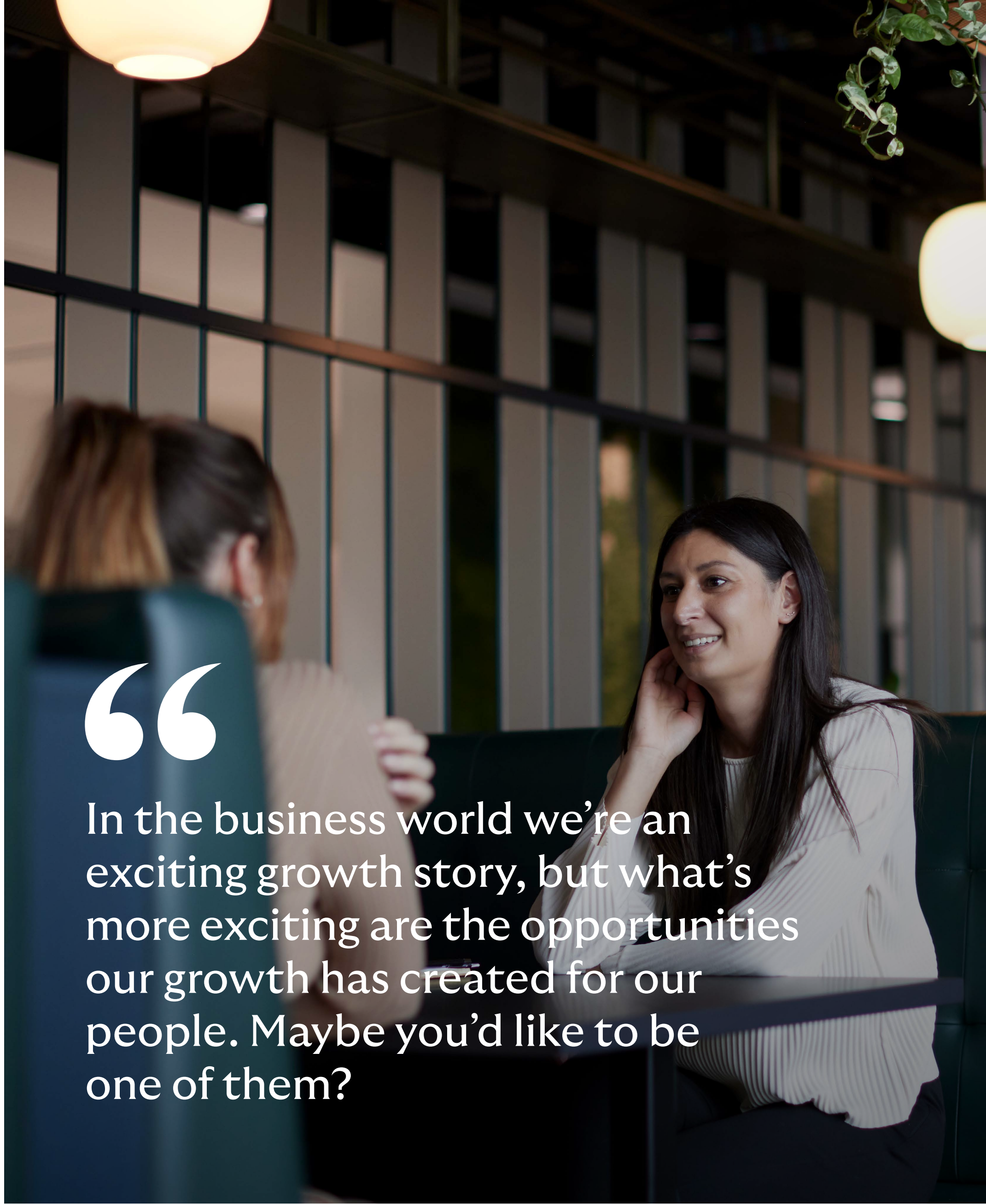
- ✓ Competitive salary and company bonus scheme
- ✓ 25 days holiday
- ✓ Flexible working
- ✓ Employee benefits package including private medical insurance, Cycle to Work Scheme and employee discounts
- ✓ Health & Wellbeing programme
- ✓ Gym membership and discounts
- ✓ Team social events
- ✓ Brand new office with roof terrace, close to Milton Keynes Central and commuter links

Howden is an insurance business where staff are the biggest shareholder.

We believe that when you give your people the chance to own a share of the business, they're more invested in the business's success and of course customers notice the difference too.

We think that's why we've grown to become one of the UK and the world's largest insurance brokers, involved in every area of insurance in every area of the world.

We have offices in 45 countries and do business with clients in over 150. We are headquartered in London which is home to the world's largest international insurance market, so we're literally right at the heart of world insurance.



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In the business world we're an exciting growth story, but what's more exciting are the opportunities our growth has created for our people. Maybe you'd like to be one of them?

Insurance. One of the best-kept career secrets.

Does a career at Howden sound like the next adventure for you? Apply now for our 2024 Early Careers Programme to register your interest.

Apply here →

You can also email our friendly team:
earlycareersrecruitment@howdengrp.com

- Key dates:
- March – May → Registration
 - July → In-person assessment
 - September → Start



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