

## Internship Training Plan Outline

### **Company Overview:**

#### **AIG Hawaii Insurance Company, Inc.**

Since 1988, AIG Hawaii Insurance Company, Inc. (AIG Hawaii) has been providing quality insurance products to Hawaii's community. AIG Hawaii has the largest and most experienced mass-marketed automobile insurance program in the state. We proudly hold the A.M. Best Company's highest rating, A++ (Superior), attesting to our financial strength, stability and soundness of operation performance.

AIG Hawaii is supported with the financial strength of the American International Group (AIG), one of the world's largest and most financially sound insurance organizations. Our goal is to provide AIG Hawaii customers with dependable and trustworthy insurance products and services.

AIG Hawaii built upon HIC's success and relationships with policyholders to become a leader in Hawaii's automobile insurance industry. More than 200 of Hawaii's top organizations sponsor an AIG Hawaii program, which has resulted in 75,000 policyholders and 100,000 vehicles on the road today.

### **Supervisor**

**Primary:** Martha Hamada, Career Development Coordinator, Human Resources Division

**Secondary:** Doris Ohara, Vice President & Director, Human Resource Division

### **Responsibilities**

The program will complement the intern's academic studies in a "real world" environment. The intern will be exposed to all operational facets of an international insurance company.

### **Projected Timeline of Responsibilities\***

Week 1: General orientation to AIG Hawaii Insurance Co.

- Company overview
- Insurance industry overview
- Review policies, procedures
- Organizational set-up

Week 2: Rotation to Department One – Underwriting

Week 3: Rotation to Department Two – Policy Servicing

Week 4: Rotation to Department Three – Sales, Personal Lines

Week 5: Rotation to Department Four – Agency, Commercial Lines

Week 6: Rotation to Department Five – Marketing

Week 7: Rotation to Department Six – Information Technology

Week 8: Rotation to Department Seven – Risk Management

Week 9 : Rotation to Department Eight – Claims

Week 10: Rotation to Department Nine - Claims

Week 11 - 12: Rotation to Department Ten –

- Review work experience, progress
- Recommend areas of development
- Suggested course work and other assignments to enhance intern's career development.

\*Order of rotation is subject to change