



Job Requirements, Experience & Training				
Position:	Trainee Adjuster	Adjuster	Senior Adjuster	General Adjuster
Job Requirements Progression:	No prerequisites	An <u>Adjuster</u> can handle losses under the general supervision of a regional manager or a designated mentor.	A <u>Senior Adjuster</u> can handle full adjustment losses locally unsupervised.	 A General Adjuster can handle large and complex losses locally unassisted, including the ability to handle accounting-based losses (Business Interruption and Stock).
Experience Progression:	No prerequisites	• 1-2 years of experience.	2-5 years of experience.	5 years or equivalent experience.
Training Progression:	 Attend Vale 3-Week Property Adjuster Course within first 3 months. Work with managers and mentors to actively seek out other training and self-development opportunities. Participation in additional Vale Online Courses as recommended by Manager/Mentor. 	 Attend Vale 2-Week Commercial Property Course Program within 1st year in position. Attend 1-Week Casualty Adjusting Course within 2nd year in position. Work with managers and mentors to actively seek out other training and self-development opportunities. 	 Recommended Vale Courses for Sr. Adjusters: 1-Wk Advanced Roofing Certification Vale Building Consultant Certification Work with managers and mentors to actively seek out other training and self-development opportunities. 	 Recommended Courses for General Adjuster: 1-Wk Heavy Equipment Estimating Course. Work with managers and mentors to actively seek out other training and self-development opportunities. Act as a Mentor to less-experienced adjusters.