

Information sheet



INSURANCE INVESTIGATOR

(ANZSCO Code: 599611)

Group D



About this document

- » The following Information Sheet is for your reference only and should be used as a guide to assist with your Skills Assessment application to VETASSESS. This information is subject to change.
- » Please note that a Skills Assessment of the qualification involves assessment of both the qualification level and content. Qualifications are assessed according to the guidelines published by the Australian Government Department of Education, Skills and Employment.
- » The employment assessment involves determining the skill level and relevance of the tasks undertaken.
- » Integrity checks may be conducted to verify the qualification and employment claims made in an application.

Job description

An Insurance Investigator conducts investigations into insurance claims to ensure their validity.

Occupations not considered under this ANZSCO code:

- » Insurance Loss Adjuster
- » Insurance Risk Surveyor
- » Insurance Broker
- » Insurance Agent
- » Insurance Consultant

These occupations are classified elsewhere in ANZSCO or are not at the required skill level.

Insurance Investigator is a VETASSESS Group D occupation

This occupation requires a qualification assessed as comparable to the educational level of an Australian Qualifications Framework (AQF) Certificate III or IV.

Applicants can fulfil the assessment criteria for this occupation in one of four ways.














Quality
ISO 9001

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Infosheet: Insurance Investigator ANZSCO Code: 599611
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Qualification and employment criteria

Applicants must have fulfilled at least one of the following four criteria (1-4):

GROUP D	Criteria for a positive Skills Assessment						
	Comparable Certificate III or IV AQF level	With highly relevant major field of study	Additional highly relevant qualifications*	Highly relevant employment duration**			
1	 Minimum AQF Certificate IV	+		+	No additional highly relevant qualifications	+	 1 YEAR minimum
2	 Minimum AQF Certificate IV	+	No highly relevant major	+	No additional highly relevant qualifications	+	 2 YEARS minimum
3	 Minimum AQF Certificate III	+		+	No additional highly relevant qualifications	+	 3 YEARS minimum
Pre-qualification methodology can apply to Group D occupations							
	Highly relevant employment duration**	With or without highly relevant major field of study	Additional highly relevant qualifications*	Minimum comparable Certificate IV AQF level			
4	 3 YEARS minimum	+	 1 YEAR minimum	+	N/A	+	
Within last 5 years							

* Additional qualifications in a highly relevant field of study include those comparable to the following levels:

- AQF Diploma
- AQF Advanced Diploma
- AQF Associate Degree or
- AQF Graduate Diploma

** Highly relevant paid employment duration (20 hours or more per week)

1-3

minimum years of employment highly relevant to the nominated occupation, completed at an appropriate skill level in the five years before the date of application for a Skills Assessment.

4

minimum 4 years of relevant employment required – Three years of relevant employment (can be outside the last 5-year period) in addition to at least one year of highly relevant employment within the last five years before applying.



Qualification and employment criteria continued...

*If employment is prior to the completion of the qualification at the required level, an applicant must have at least one year of highly relevant employment at an appropriate skill level within the last five years. The remaining three years of pre-qualifying period may be within the last ten years.

A positive assessment of both qualification level and employment duration is required for a positive Skills Assessment outcome.

Qualification

AQF Certificate III or IV or higher qualification. This includes qualifications assessed at AQF Diploma, Advanced Diploma, Associate Degree, Bachelor, Master and Doctoral level.

Highly relevant major fields of study include:

- » General Insurance
- » Loss Adjusting
- » Security
- » Risk Management
- » Business

Other fields of study may be considered for a Full Skills Assessment if the employment is assessed as highly relevant and the field of study pertains to the applicant's work as an insurance investigator.

Employment

Highly relevant tasks include, but are not limited to:

- » Examining scenes of incidents resulting in insurance claims to determine causes and effects
- » Interviewing witnesses and claimants to obtain details required to assess the validity of claims and identify the parties responsible for accidents, damage and loss, and preparing statements and reports
- » Inspecting damaged buildings, equipment and motor vehicles and estimating the cost of repairs.

Employment information

Insurance Investigators have the ability to understand and apply legislation and principles relevant to the investigation of insurance claims. An insurance claims investigator's primary responsibility is to verify that an insurance claim submitted by a client is valid. They usually work for insurance companies or specialist firms.

Please note that roles as Insurance Brokers or Insurance Agents cannot be considered under this occupation. These occupations are classified separately in ANZSCO.

Supporting material for assessment

When applying for a Skills Assessment, please ensure you submit sufficient evidence supporting your proof of identity, qualification and employment claims. A full list of the documents required can be found on the VETASSESS website under Eligibility Criteria.

While the VETASSESS Skills Assessment for migration purposes is distinct from an assessment for licensing or registration purposes, you are advised to provide copies of relevant licences (including from overseas) if held.

You are also further encouraged to provide evidence of membership of, or affiliation to, industry or professional bodies and copies of any relevant prizes, certificates or other forms of commendation.

You should also provide details of any relevant training or professional development courses undertaken. These may be detailed in the Curriculum Vitae/Resume provided.

