

## **Medical Officer- GlobeMed**

*GlobeMed combines more than 33 years of technical expertise and information technology with more than 28 years of experience in providing well-tested solutions in the management of healthcare benefits.*

Location: Sin El Fil

Working Days and Hours: Monday until Friday; 9 hours per day

Major: Medical Doctor Degree

Experience: fresh graduates are accepted

Major Responsibilities:

- Support GlobeMed operations by providing timely services to outbound adherents, including access to GlobeMed's international networks, assistance with cross-border claims, medical evacuations and repatriations, and medical or travel assistance services.
- Provide information to the customers regarding GlobeMed's local and international provider networks, products, and service offerings.
- Resolve service issues by identifying customer complaints, determining root causes, proposing and explaining solutions, expediting corrections, and following up to ensure complete resolution.
- Maintain accurate case records by updating and documenting case-related information.
- Ensure medical review of claims to assess medical necessity and assist in claim investigations and audits for potential fraud as requested by clients.

How to Apply:

Kindly send your CV or contact the Career Services Center, E-mail: [career.services@balamand.edu.lb](mailto:career.services@balamand.edu.lb), Ext. 7801; 7802