

ABOUT US:

In 1988 ACE became the first outsource for desk reviews of auto physical damage claims. We have always emphasized that outstanding people are the key to success. Our strength and future growth depend upon the contributions made by each person within our organizations. ACE is the industry leader in auto, heavy equipment, subrogation, and property appraisal review. ACE is determined to stay the leader in our field and therefore invest heavily in new technology and human resources.

WHAT YOU CAN EXPECT FROM US:

- Production based compensation, high earning potential
- Benefits package including health, dental, and vision coverage
- 401K plan with match
- Paid-time off with paid holiday program
- Flexible schedule
- Business casual work environment

POSITION OVERVIEW:

Auto Physical Damage Appraisers must be able to investigate, evaluate, and negotiate estimates for ACE clients. He/she offers exceptional customer service, is detailed oriented, and uses good judgment. Please be advised, this is a desk job.

RESPONSIBILITIES:

- Review physical damage estimates
- Locate alternate part sources
- Determine extent of damage by use of photographs
- Negotiate with body shops
- Establish and maintain effective working relationships with clients

SKILLS & ABILITIES:

- Strong computer skills – experience with Mitchell UltraMate preferred
- The ability to work independently
- The ability to problem solve
- Excellent communication and negotiation skills

QUALIFICATIONS:

- PA Motor Vehicle Physical Damage Appraiser's License
- 2 years of body shop or estimating experience
- Able to commute to West Chester, PA on a daily basis