Jobs of the Future: UnitedHealthcare Careers

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Top 10 Reasons to Work Here

1. Elite Team
2. Innovation
3. Industry Leadership
4. Personal Impact
5. Career Growth
6. Challenge & Opportunity
7. Improve the Lives of Others
8. Performance Pay
9. Help Shape Our Future
10. Be Your Best
Top Job Categories: Where We’re Hiring

• Actuarial & Pricing
• Behavioral Health
• Business & Project Management
• Customer Service & Claims
• Finance and Actuarial
• Legal and Compliance
• Pharmacy
• Underwriting
Actuarial & Pricing

What You Need to Know

• Undergraduate or graduate degree in Actuarial Science, Math or Statistics
• Knowledge of actuarial modeling, statistics, programming, pricing and/or financial analytics
• Actuarial exams usually required – leading to ASA or FSA designation
• Previous experience in the managed care industry
• Consulting roles require expertise in a practice area such as Medicaid and Medicare
• Leadership roles require heavy experience in the managed care industry, strong management skills and proficient consultative skills. ASA / FSA designations strongly preferred.
Behavioral Health

What You Need to Know

- Extensive clinical knowledge of mental health and substance abuse services
- In-depth understanding of the Medical Necessity Criteria and Level of Care Guidelines
- Creativity and a spirit of innovation
- Desire to be part of a team of dedicated professionals
- Strong interpersonal skills with an ability to influence through persuasion
- Ability to manage a fast-paced environment
Business & Project Management

What You Need to Know

• Skills and experience vary—some roles require specific certifications such as PMP or Six Sigma
• Background with business requirements gathering, project management, analysis, business process
• Process improvement knowledge
• PMI or Black Belt Certification
• Knowledge of software programs, including database management systems, provider software systems, CRM, Call Center and Web portal experience
• Strong consultative skills
Customer Service and Claims

What You Need to Know

• You’ll need to be patient, resilient and stress tolerant
• Possess effective communication skills
• Customer-focused with a genuine interest in helping others
• Cooperative and enjoy working with others as part of a team
• Mature and responsible with focus and attention to detail
• Able to multi task while maintaining integrity and quality of service
• Above average computer navigation skills
Finance and Accounting

What You Need to Know

- Solid understanding of accepted accounting principles and financial statements
- Ability to communicate and collaborate with peers to complete projects
- Ability to anticipate accounting, financial reporting and operational issues
- Advanced analytical skills and data mining
- Advanced proficiency in PC financial systems and MS suite
- BA/BS in Accounting or Finance
- CPA/MBA preferred
- Experience in a leadership or supervisory role is valued
Human Resources and Training

What You Need to Know

• Effective written and verbal communication
• How to deliver results with integrity
• Build relationships of trust with effective interpersonal skills
• Willingness to take appropriate risks, provide candid observations and influence others
• Proven ability to facilitate and sustain change
• Specific skills and experience vary based on role
Legal and Compliance

Legal: What You Need to Know
• Managed care or health law experience preferred
• Drive results and balance management of legal risk with needs of the business
• Understand state and federal regulations related to Medicare/Medicaid
• Ability to provide sound, proactive, fact-based legal advice

Compliance: What You Need to Know
• Experience in auditing, business or finance, Medicaid/Medicare
• Ability to manage, plan, organize, execute and lead audits
• Act as a change agent as required
• Knowledge of current audit techniques and tools
• Willingness to travel for extended periods of time
Pharmacy

What You Need to Know

• Attention to detail and working as a team
• Emphasis on positive patient/provider interaction and customer service skills
• Ability to work and thrive in a fast-paced, changing environment
• Ability to work independently and take initiative
• Strong clinical background
• Computer literacy and proficiency
• Good verbal and written communication skills
Underwriting

What You Need to Know

- Bachelor’s degree in Math, Finance, Statistics or equivalent years of underwriting experience is required
- Progressive underwriting experience within managed care, health care or pharmacy industries
- Data analysis and reporting skills
- Proficiency with MS Excel, Word, PowerPoint and Access
Learn More:
Online Resources

UnitedHealth Group Careers Site
•  http://careers.unitedhealthgroup.com/

Career Areas
•  http://careers.unitedhealthgroup.com/career-areas.aspx

For College Students
•  http://careers.unitedhealthgroup.com/college.aspx