

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>