

Form Name:	Katie School Student Opportunity
Submission Time:	February 8, 2022 10:58 am
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IP Address:	96.81.195.204
Unique ID:	928123394
Location:	41.5271, -87.2533

Katie School Student Opportunity

Company Name	Portillo's Hot Dogs
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Contact Person	Paul Beattie
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Title of Contact	Director of Risk Management
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Email	pbeattie@portillos.com
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Phone	(224) 240-5842
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Address	2001 Spring Rd, Suite 400 Oak Brook, IL 60523
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Company Website	www.portillos.com
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Indicate what opportunity is available	Full-time
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Title of Available Position	Summer Intern
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Opportunity Location	Oak Brook, IL
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Opportunity Start Date:	05/31/2022
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Opportunity End Date	08/12/2022
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Description of Opportunity	<p>You will be exposed to a broad variety of experiences in risk management and insurance including:</p> <ul style="list-style-type: none">• Prepare insurance submission and make recommendations on appropriate carriers.• Support claims handlers. Gather information and make recommendations on claim resolution.• Participate in restaurant safety reviews and make loss control recommendations.• Gather information and report on risk identification, measurement, mitigation, control testing and monitoring efforts.• Take a course towards a professional designation (i.e. Certified Risk Manager (CRM), Associate in Risk Management (ARM), etc.). <p>The Summer 2022 internship will be 9-10 weeks at 40 hours per week. Oak Brook, Illinois office. Travel limited to Chicagoland area locations. Required final written evaluation survey at the end of the internship. Funding of this internship is made available because of the Spencer Educational Foundation.</p>
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Preferred Skills

Pursuing a risk management and insurance-related curriculum at an accredited college or university
Prefer member of Gamma Iota Sigma insurance and risk management professional association
Cumulative GPA of 2.7 or higher
Must be authorized to work in the U.S.
Strong communication skills (both verbal and written)
Strong analytical skills - analyze complex data, draw accurate conclusions and make business recommendations
Strong knowledge of Microsoft applications, Excel, Word, PowerPoint.
Understanding of Adobe products.
Proven ability to lead project(s) to conclusion within assigned timelines
Protect the confidentiality of information learned while performing the duties of the position

Please Specify How You Would Like Students to Apply

Send a letter of interest and resume to risk@portillos.com
