

Job Description & Job Specification

Jot Title: Head of Healthcare Providers Network	Team: N/A
Department: Health	Location: Head Office, Rawalpindi
Job Level: Experienced Professional	Nature of Job: Desk with Frequent Travel
No. of Positions: 1	Job Category: Full Time Employment
Gender Preference: No Preference	Remuneration: Market Competitive

Last Date to Apply: July 25, 2025

We are a leading public listed general insurance company committed to improving access, quality, and outcomes across the healthcare ecosystem. We partner with hospitals and healthcare systems nationwide to deliver seamless, patient-centric solutions. We are seeking a dynamic and experienced professional to join our leadership team as the **Head of Healthcare Providers Network**.

Job Summary:

To identify, onboard, and manage a robust network of hospitals and healthcare providers, ensuring optimal service delivery to insured members through strategic contracting, competitive rate negotiations, and strong provider relationships. This role is critical in building and managing strategic relationships with hospitals and other healthcare systems across Pakistan to drive mutual growth, operational efficiency, and patient satisfaction.

Job Responsibilities:

- ✓ **Hospital Empanelment & Contracting:** Identify and onboard hospitals and other healthcare providers including laboratories across Pakistan based on strategic needs, specialties, and geographic coverage gaps. Initiate and complete contracting formalities and maintain up-to-date databases.
- ✓ **Rate Negotiation:** Finalize competitive treatment package rates and service terms aligned with company benchmarks and budgets. And review them periodically to remain aligned with market rates and medical inflation.
- ✓ **Billing & Reconciliation:** Oversee hospital invoice verification, optimize billing turnaround time, ensure alignment with agreed tariffs, and manage financial reconciliation.
- ✓ **Relationship Management:** Act as a liaison for hospitals and other healthcare providers w.r.t operational issues, claim/payment issues and ensure adherence to service-level agreements, onboarding training for hospital staff.
- ✓ **Compliance Monitoring:** Ensure empanelled hospitals comply with regulatory standards and internal protocols.
- ✓ **Data Analysis & Reporting:** Track claims trends, cost metrics, and hospital performance to guide contracting and financial decisions.

Job Specification:**Education Qualification:**

- ✓ Minimum Bachelor's Degree in Healthcare Management, Business Administration/ MBBS

Relevant Experience:

- ✓ 15 years of relevant experience in healthcare provider network management, contracting, or healthcare partnerships. Candidates with prior experience in hospital environment will be given priority consideration.
- ✓ Strong understanding of healthcare systems, hospital operations, and health insurance processes is required.

Key Skills and Competencies:

- ✓ Excellent negotiation, contract management and communication skills.
- ✓ Strong relationship-building and stakeholder management abilities.
- ✓ Working knowledge of healthcare pricing and procedure coding.
- ✓ Good analytical and reporting skills.
- ✓ Proficiency in MS Office and database management tools.
- ✓ Ability to travel frequently for field visits and meetings.

Interested candidates please drop your CVs at teamhr@agico.com.pk by July 25, 2025. Please mention position title in email subject.