

UNDERWRITERS

Euclid Public Sector Underwriters is a profitable MGA that focuses its business in the Public Sector niche. We are located in Itasca, Illinois and are looking for two seasoned underwriters who will excel in our fast paced environment. We have an opening for a MULTILINE PACKAGE UNDERWRITER and for a PROFESSIONAL LIABILITY UNDERWRITER. Successful candidates must have industry experience, understand the balance between growth and profitable underwriting, be detail oriented, and have excellent communication skills. Along with an excellent work environment, our company of over 100 employees offers a wide variety of benefits including; medical, dental, vision, disability, 401k and vacation package. We're happy to show you the benefits of joining our team! See job description below:

PURPOSE OF THE JOB:

To develop new business opportunities and administer and maintain profitable renewal business for multi-line public sector division.

ESSENTIAL FUNCTIONS:

Underwrite complex multi-line public sector risks to determine eligibility, terms and the proper premium within established underwriting guidelines for new and renewal submissions with an emphasis on risk analysis, coverage and price. Indicate, quote, request additional information or decline in accordance with established guidelines, authorities and procedures outlined by the insurance carrier and/or the department.

Clearly and effectively communicate decisions with producers and effectively respond to any ensuing inquiries.

Calculate rating base by selected classifications and possess the ability to perform thorough reviews of operating budgets in order to convert operating expenditures to net operating expenditures (NOE).

Build a book of business with a strong profit orientation, while managing a critical balance with other business considerations.

Assume and be held accountable for compliance with carrier underwriting standards.

Act within the scope of authority and consistent with company and corporate objectives, guidelines, policies and practices.

Perform a well-developed financial analysis of the strength of a given public entity or related exposure.

Maintain expiration lists to monitor status of each renewal. Track written or lost premium, competitor information and coverage concerns.

Review loss runs from insurance carriers and review risks for frequency or severity of claims.

Research underwriting issues and marketplace conditions and report to underwriting and marketing team in order to maintain competitive edge and industry awareness.

Foster producer relationships by effectively communicating, actively making marketing telephone calls and on occasion accompany the marketing team for an office visit.

Research and resolve underwriting issues with manager or insurance company on a per account basis.

Assist Sr. Vice President in establishing budget and goals for the department;

Adhere to Departmental agreed upon turnaround/servicing standards for all facets of underwriting.

Assist in the collecting of outstanding receivables.

Maintain a solid working relationship with insurance carrier and agents/brokers.

Assume additional duties and special assignments as requested by Sr. Vice President.

EXPERIENCE, SKILLS & ABILITIES:

Education Requirements:

College degree and/or professional designation preferred.

License and Experience Required:

Minimum of 5 years related insurance experience.

Required Abilities:

Ability to function well in a team as well as with people from all levels of the industry, internally and externally.

Extensive internet research skills to identify data pertaining to prospects, clients and competitors from various sources.

Excellent written and oral communication skills.

Detail oriented with strong mathematical skills.

Self-motivator; ability to take initiative; possesses drive.

Ability to present oneself in a professional manner.

Customer service oriented.

Ability to work independently and with minimal supervision.

Ability to handle multiple tasks in a fast-paced environment.

Ability to perform well under pressure.

Ability to operate a computer proficiently using a Windows environment.

Working Conditions:

Requires a minimum of 40 hours per week.

This position description does not list all the duties of the job. You may be asked by supervisors or managers to perform other duties. You will be evaluated in part based upon your performance of the tasks listed in this position description. Management has the right to revise this position description at any time. This position description is not a contract for employment, and either you or the employer may terminate employment at any time, for any reason.

Please send resume including salary requirements to: mdunn@euclidinsurance.com.

