



UNDERWRITER

Review submission, analyze risk/return, and prepare premium quotations for business insurance coverage.

Responsibilities:

- Build and maintain relationships with contracted independent insurance agents.
- Examine and evaluate documents such as applications, inspection and loss control reports, financial reports to determine degree of risk and acceptability of application for insurance.
- Evaluate the experience of a risk and loss potential against the class of business.
- Communicates effectively with agents to obtain or clarify information.
- Prepares quotes for agents.
- Reviews policies for renewal consideration.
- Accepts and binds insurance within underwriting authority.
- Demonstrates strong decision-making and problem-solving skills.
- Exhibits strong analytical skills with an attention to detail.