



Job Role: CANADA PROFESSIONS UNDERWRITER

Reports to: CANADA PROFESSIONS TEAM LEADER – Tom Chaplin

Role Definition

The Underwriter's role is to work closely with the Team Leader in all aspects of underwriting in the Canada Professions team, which includes new business and renewal underwriting, answering broker queries and business development.

Key Responsibilities & Accountabilities

- Deal with enquiries from brokers
- Put up quotes
- Supporting other underwriters in the team
- Business development duties including: phoning brokers to manage relationships and discuss quotes; visiting London and Canadian brokers to develop new and existing business opportunities and broaden their knowledge of CFC's products
- Investigate insurance legislation, regulation and compliance issues relative to transacting business in Canada
- Meet performance standards and team service levels
- Underwrite within agreed authority levels and parameters

Skills & Abilities

- Accurate numeracy skills
- Good command of the English language, spoken and written
- Good communications skills, with a customer-centric outlook
- Attention to detail is a must
- Confident, energetic and assertive
- Have a flexible attitude, willing to accept change and challenge the status quo
- Excellent work ethic

Knowledge & Experience

- Two years' experience as a PI Underwriter, or Assistant PI Underwriter, or Lloyd's Box Assistant would be preferred but not essential
- Preferred areas of expertise or interest – Architects, engineers, miscellaneous professionals, the healthcare space or the oil & gas industry

Professional Qualifications (preferred)

- 2:1 Degree or better