



SR COMMERCIAL LINES UNDERWRITER

Work Location: **Remote, Jarvis** | Reports to: **COO** | Full or Part Time: **Full Time**

SCOPE:

The Senior Commercial Lines Underwriter is an expert in specialty lines and plays a fundamental role within the company of upholding our reputation of offering exceptional insurance experiences to our Brokers and Members. This team member builds and maintains existing and new accounts with endorsements, renewals, new business and quoting along with building strong relationships with our broker partners. They are resilient and able to unify the Commercial Lines team.

EDUCATION & EXPERIENCE:

- Two-year commercial or technical college program.
- Over 7 years and up to and including 10 years of progressive experience.

WHAT WILL YOU BE UP TO?

- Service and grow a large commercial underwriting book of business by maintaining Nova Mutual Underwriting standards and staying within the guidelines set by the reinsurer (FMRe).
- Maintaining current Agent/Broker relationships with appropriately scheduled visits, check-ins, timely response to inquiries and ensuring clients have the most up to date knowledge of product offerings.
- Reviewing broker submissions to determine acceptability, determining sufficient writing (pricing), preparing quotes and following underwriting protocols.

- Assisting in reviewing wordings to enhance product line and current offerings and rating structures for pricing commercial products.
- Responding to broker inquiries and instructions for renewals. Analyzing and researching information for trends, making recommendations for Nova Mutual Products.
- Processing endorsement and renewal requests ensuring they stay within the guidelines for Nova Mutual protocols, preparing quotations for renewals and offerings.
- Training and assisting varying levels of underwriters on the Commercial Lines team.
- All other opportunities as discovered.

CORE CAPABILITIES:

- You're a self-starter with a passion for accuracy, problem solving, and supporting your colleagues.
- You're an excellent communicator and possess an abundance of personal drive and integrity.
- You have exceptional customer service and relationship building skills.
- You love a challenge and the satisfaction that comes from achieving goals through working with a high-performing team.
- You have an effective intelligence and curiosity to adapt to the changing market needs.

APPLY TODAY