

Position Title: Broker

Division: Specialty Casualty (UK)

Key Responsibilities & Accountabilities:

Existing Business

- ✓ Develop and manage client relationships
- ✓ Review and analyze client needs to determine appropriate product and desired terms and conditions for reinsurance coverage
- ✓ Develop data and submission documentation for underwriters
- ✓ Co-ordinate placement of risks, including production of documentation to assist placement and maintenance throughout the account risk life cycle (Underwriting Submissions, market reform contract, Wordings, Endorsements)
- ✓ Develop and manage relationships with market representatives i.e. Underwriters, other Brokers
- ✓ Ensure that accounts are serviced efficiently and professionally
- ✓ Monitor existing book of business, with a view to identifying any threats or weaknesses early to be in a position to address and protect/retain the existing book
- ✓ Achieve mutually agreed production targets

New Business

- ✓ Maintain and enhance knowledge of the insurance marketplace, trends and cycles in order to capitalize on market opportunities
- ✓ Key involvement in new business prospecting activities

Product Development

- ✓ Involvement in broader group activities (i.e. – Support of product development initiatives, strategic partnership)

Other

- ✓ Demonstrate excellent technical knowledge and ability to communicate this to various audiences (Insured's, Retailers, Wholesalers, Internal and Underwriters)
- ✓ Enable and encourage interaction and collaboration with other divisional units
- ✓ Will be required to travel, and regularly be involved in client entertainment i.e. lunches and dinners.
- ✓ Maintains up-to-date working knowledge of regulatory requirements (Contract Certainty, LMBS)



The candidate must demonstrate the five BMS Values:

- We are Passionate about our Clients
- We believe in Communication & Teamwork
- We exhibit Enthusiasm & Energy
- We believe in Maximising Potential
- We act with Professionalism & Pride

Functional Competencies required in Role:

- Insurance/Reinsurance principles and practices
- Customer focused
- Excellent IT skills and ability to pick up new systems quickly
- Class of risk and product knowledge

Behavioural Competencies

- Self motivated
- Forward thinker and planner
- Adapts and responds well to change and pressure
- Able to perform effectively to tight deadlines with strong personal organisation and time management skills
- Strong attention to detail with ability to check own work and consistently produce accurate documentation
- First class communication skills with ability to build strong working relationships and demonstrate excellent persuasive and influencing skills
- Ability to work independently and within a team, with a flexible attitude and willingness to share knowledge