

## JOB DESCRIPTION

**Position Title:**                **Binding Authority - Account Handler**

### **Key Responsibilities & Accountabilities:**

Working on the oldest prestigious facility in Lloyds, the individual will be working in a team of three people in the front end of the business. They will be involved in the day to day running of this facility which will include;

- Authority to underwrite risks within strict parameters
- Referring risks where required to appropriate markets.
- Producing Quotes
- Producing Certificates
- Liaising with Client and Markets where required
- Producing statistic where required
- Liaising with the internal claims team
- Ad-hoc duties
- Adhere to company and regulatory policies, procedures together with mandatory training requirements.
- Adhere to financial reporting requirements including monthly phasing of income (where relevant to role).

### **Functional & Behavioural Competencies required:**

The individual we are looking for will have similar experience to that of the above and including but not limited to the following;

- Property and Casualty package insurance experience (ideally in the US territory)
- Posses 8-10 years or more in this field.
- Good positive attitude
- Problem Solver
- Team player
- Working to tight deadlines

- Experienced enough to understand and Interpret Casualty and Property issues to clients and markets to a good degree
- Ideally having previously been a named approved person on a binder
- Personally demonstrate the five BMS values and ensure that team members are aligned with these:
  - Accountable
  - Entrepreneurial
  - Collaborative
  - Empowering
  - Disciplined