



Job Description

Position Title: Specialty Broker (Senior Associate/Junior Manager)
Full-time, Insurance

Location: BMS Turkey, Istanbul

About the company

BMS Group is a dynamic and independent global broker established in 1980, delivering specialist insurance, reinsurance, and capital markets advisory services.

We are a global brand with offices located across the US, Canada, Latin America, Australia, Europe, Middle East and Asia with both a strong local focus and thorough understanding of market needs.

Our teams are respected globally for their specialist market knowledge, intelligent analysis and insight.

Our people strive to be 'the best in class' and with an innovative approach and their entrepreneurial thinking, our clients truly benefit from better solutions to policy development and placement.

Being independent makes a key difference to our clients, allowing our brokers the freedom to deliver the best solutions, tailored to meet specific business needs. Coupled with our collaborative team approach, single platform worldwide and renowned personal service, we are the independent broker of choice.

The successful candidate will join our Specialty Team, which is responsible for managing a portfolio of leading industrial conglomerates and complex infrastructure, energy, and power projects.

Key Responsibilities

- Prepare underwriting data and submission materials for underwriters and/or BMS Offices overseas
- Manage the placement process by receiving and evaluating offers from (re)insurance companies for both renewal and new business opportunities
- Coordinate operational workflows within the company and with relevant departments of external stakeholders to ensure smooth execution

- Review and analyse client needs to determine appropriate product and desired terms and conditions for (re)insurance coverage
- Stay informed on market developments, emerging trends, and product innovations within the (re)insurance industry
- Ensure that accounts are serviced efficiently and professionally always striving to deliver best practices available
- Adhere to company and regulatory policies and procedures
- Prepare and deliver regular reports and documentation for clients and internal management

Main Requirements

- Bachelor's Degree in Business Administration, Economics, Mathematics, Statistics, Engineering, Law or a related field
- Minimum of 3 years of experience in the non-life insurance sector, preferably with a focus on property and/or liability lines
- Familiarity with facultative reinsurance and placement processes is highly desirable
- Fluent in both written and spoken English
- Competent using Microsoft Office
- Ambitious & driven
- Strong organisational skills and time-management skills
- Excellent analytic, research and communication skills
- Effective interpersonal skills and ability to work as part of a fast-paced team
- Ability to stay composed in stressful situations and to adapt changing work demands
- Personally, demonstrate the five BMS values:
 - Accountable
 - Entrepreneurial
 - Collaborative
 - Empowering
 - Disciplined