



## Career Opportunity – Underwriting Manager

Full-time, Permanent Position (Wingham, ON)

Howick Mutual Insurance is an established and well respected Ontario farm mutual, providing insurance to the residents of Huron, Perth, Bruce, Grey and surrounding counties for over 145 years. We are seeking a dynamic and results oriented team player to join our Management team.

Reporting to the VP Insurance Operations, the Underwriting Manager will be responsible for the overall day to day operations of the Underwriting department.

### Key Responsibilities:

- Provide ongoing leadership and support; including training, coaching, managing performance development and attendance management for the underwriting team
- Motivate and inspire an effective team to promote teamwork and positive employee relations
- Lead organizational effectiveness and implement/direct changes
- As a member of the Management team, actively participate and contribute to operational discussions and decision making and collaborate with other Managers
- Actively participate in and provide management reports at Staff, Management, Board meetings and corporate Strategic Planning events
- Oversee and manage the underwriting portfolio; including commercial, auto, residential and farm books with a focus on achieving profitability and controlled growth including; monitoring service levels, coordinating workflows and approving unique or high level underwriting requests
- Provide technical expertise and support to staff and brokers; problem solve and facilitate solutions
- Develop and implement policies and procedures to ensure underwriting integrity
- Ensure compliance with all regulatory requirements
- Develop and promote strong working relationships between underwriters and brokers
- Collaborate and participate in rate/product development and coordinate implementation with underwriting and IT
- Maintain confidentiality at all times
- Consistently demonstrate professional behavior and a positive attitude
- Participate in industry functions, professional development and training

### Qualifications:

- CIP or FCIP designation
- Minimum of 5 years Senior Underwriting experience
- Demonstrated leadership skills
- Open minded and “big picture” thinker
- Strong technical knowledge of property, liability and auto insurance products
- Ability to develop effective working relationships
- Ability to multi-task and adhere to strict deadlines
- Strong attention to detail and accuracy
- Excellent oral and written communication skills
- Excellent customer service skills
- Demonstrated negotiation, problem solving and conflict resolution skills
- Strong decision making and analytical skills
- Working knowledge of Microsoft Office; Outlook, Word, PowerPoint, Excel
- Experience with IBS 5.0 considered an asset
- Knowledge of the Mutual Insurance Industry considered an asset
- Valid Driver’s Licence

We are offering a competitive salary and benefits program in a flexible, people oriented working environment.

If you are interested in this exciting career opportunity, please send your resume to [hr@howickmutual.com](mailto:hr@howickmutual.com) no later than 5:00pm on Wednesday, August 12, 2020.

We thank you for your interest; however only those selected for an interview will be contacted. Accommodations are available on request for candidates taking part in the selection process.