



## **Job Title: Team Leader Non-Motor Underwriting**

### **Department: Local Partnership**

#### **Job Summary**

To serve our partners by providing product and service information, analysing and assessing risks for acceptance and submitting terms and conditions. To resolve product and service issues for all general insurance products. Your responsibilities include leading the team of underwriters to review applications, establishing appropriate screening protocols, and developing new methodologies and models to assess the risks as per establishes company guidelines.

#### **Main Responsibilities**

- Engage negotiations with Partners (Brokers, Agents, Accredited Agents and Internal sources).
- Verify and approve Quotations.
- Approve renewal terms for specific files.
- Verify Renewal Notices for specific files.
- Regularly meet with brokers and other partners to develop business relationship.
- Lead the pool of Underwriters.
- Review the work process as and when required.
- Train junior staff.
- Attend queries from partners.
- Accompany internal surveyor for risk survey as and when required.
- Liaise with Claims Department when reviewing terms for clients with bad loss ratio/claims experience.
- Prepare PML Sheets for approval by Manager and Reinsurance department.
- Reassess risks before renewal and provide recommendations in respect of missing covers.
- Provide Technical assistance for partners.
- Product training for partners.

#### **Job Requirements**

- HSC
- Dip CII would be a definite advantage
- A minimum of 8 years of relevant experience
- Knowledge of Underwriting Guidelines, Non-Motor Insurance Products and Treaty Reinsurance Guidelines
- Good leadership skills
- Good negotiation skills
- Good Communication skills, verbal and written
- Well versed with MS office tools (Excel and PowerPoint)
- Self-confident, committed, enthusiastic and able to work under pressure

**Interested candidates are requested to send their CV on [recruitment@mua.mu](mailto:recruitment@mua.mu)**

The company reserves the right to call only the best qualified candidates for the selection exercises.  
Applications received after the closing date might not be considered.  
The company also reserves the right not to proceed with the vacancies.