

# Job description

<b>Job title</b>	UK and International Professions Assistant Underwriter
<b>Employment type</b>	Full-Time   Permanent
<b>Reporting to</b>	UK and International Professions Team Leader
<b>Working hours</b>	9.30am – 5.30pm - Monday to Friday (Role requires out of hours work and potential travel)
<b>Location</b>	85 Gracechurch Street, London EC3V 0AA
<b>Salary</b>	£ Competitive
<b>Bonus</b>	Discretionary Bonus Plan

CFC Benefits include 25 days holiday, Private medical insurance (plus dental and Optical cashback benefit), Life insurance scheme, Income protection scheme, Pension plan, Season ticket loan, Subsidised gym membership, 24/7 employee assistance programme and dress down Fridays. CFC social events include summer party weekend, Halloween and Christmas parties.

## About CFC

CFC is a specialist insurance provider and a pioneer in emerging risk. With a track record of disrupting inefficient insurance markets, CFC uses proprietary technology to deliver high-quality products to market faster than the competition while making it easier for brokers to do business. Our broad range of commercial insurance products are purpose-built for today's risks, and we aim to give our customers everything they need in one, easy-to-understand policy.

Headquartered in London and backed by Lloyd's, CFC serves more than 70,000 businesses in over 80 countries. We're privately held and growing faster than any of our competitors in the market.

Although insurance is a serious business, our culture isn't too corporate and we never take ourselves too seriously. We are 'one-team' and enjoy a culture of openness and encouragement. We invest heavily in the learning and development of our people and enjoy a fast paced working atmosphere that is friendly, supportive, and fun.

## Role definition

As an Assistant Underwriter you will work within the UK and International Professions Team focusing on renewal underwriting of professional indemnity risks across 40 countries. With support from the

team, you will consider professions risk needs from a holistic perspective by underwriting multiple classes of insurance (E&O, CGL, property and business interruption, cyber, legal expenses, D&O). Whilst direct underwriting experience is not essential you'll have a keen interest in professional indemnity insurance and a willingness to develop your skills and knowledge through working alongside an experienced and supportive team.

## Key responsibilities & Accountabilities

- Respond to enquiries and renewal submissions from brokers in a timely and professional manner, producing renewal quotations within agreed SLAs and authority parameters;
- Explain the features, advantages and benefits of Professions insurance products, coverage enhancements, support product launches and raise awareness of new and existing products;
- Assist with the preparation and delivery of internal and external presentations on CFC products, key trends and emerging exposures;
- Research with a mind to develop subject matter expertise in Professions classes and investigate relevant legislation/regulation/compliance issues within our target markets;
- Support and contribute to team projects (e.g. enhancements to product offering, launch of new products, systems, policies and processes etc.);
- Contribute effectively to team performance standards; and
- Attend ad-hoc business trips in UK and Internationally as required.

## Skills & Ability

- Articulate and influential - you're naturally comfortable presenting to small and large groups;
- You're highly analytical with excellent logic and critical thinking skills;
- Strong numeracy and communication skills (both verbal and written);
- You're confident and self-driven and enjoy working to deadlines and targets;
- Strong work ethic with an ability to operate effectively under pressure;
- Proficient in the use of MS Office (Excel, Word, PowerPoint and Outlook);
- Above all you're a team player!

## Knowledge & Experience

- At least one year's experience in the insurance industry, with a solid understanding of the Lloyds insurance market;

- A foundation in PI insurance with exposure to multi-class insurance;
- Preferred areas of expertise or interest – Architects, engineers, miscellaneous professionals, accountants and Design and Construction
- Sound negotiation and presentation experience.

## Education & qualifications

- Degree level education (2:1 or higher) preferred but not essential;
- Lloyds Introductory Exam or CII certification preferred but not essential

## Our Core Values



The information contained within this job description is not intended to be an all-inclusive list of the duties and responsibilities of the role. The role holder may be required to perform other related duties as assigned. CFC Underwriting Limited may at its discretion, assign or reassign duties and responsibilities as appropriate.