

ROLE DESCRIPTION

Job title	Underwriter	Role Holder:	
Reporting Lines:	Head of Property Construction	Location:	London

Purpose

The primary purpose of the role is to provide underwriting duties for Lancashire's Construction business for Syndicate 3010.

Specific Responsibilities

- Be responsible for managing, building and developing broker relationships for your line of business.
- Attend client presentations and meetings.
- Be able to underwrite risks for your line of business within your underwriting authority and subsequently report decisions at the 3010 syndicate meeting and/or UMCC.
- Receive submissions from brokers, undertake full risk analysis, complete pre-underwriting documentation and present information.
- Have fully competent knowledge of wording and technical understanding and market environments.
- Check and approve systems records and sign off
- Monitor and follow up on payments for outstanding premiums.
- Agree endorsements within your underwriting authority.
- Ensure risks offered and bound are within tolerances or that exceptions are approved.
- Finalise documentation and contracts/slips with brokers.
- Assist with ad hoc projects and research work as required.

Essential Skills & Requirements

- Good level of formal education – Degree and Cert CII / DIP CII or ACII desirable
- Underwriting and/or broking experience in Construction or Property D&F in London/Lloyd's market is essential
- Knowledge of binding authorities ideal but not necessarily required
- Proficient with Microsoft Office applications, particularly Excel and Word (intermediate)
- Excellent attention to detail, self-discipline and time management
- Good verbal and written communication skills
- Strong work ethic
- Self-starter with the ability to liaise with individuals at all levels
- Team player
- Ability to work flexibly to meet business needs including extended hours if required

The Lancashire Way

At Lancashire, we believe our culture sets us apart. The way we behave and approach our work day-to-day is what makes us unique and creates a positive experience for our people, business partners and other stakeholders. Honesty and integrity in all we do is a given and The Lancashire Way reflects our true character and spirit.

Our mindset	Our actions
Straight talking	We feel empowered to share thoughts and ideas, because everyone's voice matters
Collaborative	We work together towards common goals, share knowledge and support each other.
Hard working	We all have a stake in the company's success and are proactive in contributing to our goals and vision
Responsible	We focus on achieving tangible results with consistent standards across the Group.
Positive	We engage with brokers, clients, communities, stakeholders and colleagues professionally and passionately as proud ambassadors of Lancashire.