



STATE OF SOUTH CAROLINA  
**State Fiscal Accountability**  
**Authority**

1201 Main Street, Suite 440  
 Columbia, SC 29201

**INVITES APPLICATIONS FOR THE POSITION OF:**  
**Program Manager III / 60021021**

*An Equal Opportunity Employer*

THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.

**OPENING DATE:** 08/22/19

**CLOSING DATE:** 09/05/19 11:59 PM

**JOB TITLE:** Program Manager III / 60021021

**CLASS CODE:** AH55

**POSITION NUMBER:** 60021021

**SLOT NUMBER:**

**STATE SALARY RANGE:**

\$73,421.00 - \$135,842.00 Annually

**AGENCY HIRING RANGE - MIN:** 73,421

**AGENCY HIRING RANGE - MAX:** 115,000

**LOCATION:** Richland County, South Carolina

**JOB TYPE:** FTE - Full-Time

**NORMAL WORK SCHEDULE:** Monday - Friday (8:30 - 5:00)

**RESIDENCY REQUIREMENT:** No

**RESIDENCY REQUIREMENT SPECIFICS (IF ANY):**

**AGENCY SPECIFIC APPLICATION PROCEDURES:**

Please apply online

**JOB RESPONSIBILITIES:**

This position is responsible for the management and operation of the Property & Casualty Underwriting Department of the Insurance Reserve Fund (IRF). Operations include policy development & writing, rate making, underwriting, reinsurance purchases, loss control, risk management, policyholder services and customer/public relations. Direct and manage a \$450 million property reinsurance contract to protect the State of South Carolina and IRF financial assets against catastrophic property losses. Consults with actuaries to determine rate levels. Consult & advise Division Director on all underwriting programs, contracts, and legislation. Coordinate with IRF Claims Department to assure claims are adjusted according to terms and conditions of IRF policies. Consult with insureds to match insurance needs with IRF insurance

products. Direct management of the statewide Driver Training Program. Assists the Director of the IRF with programs, contracts, and legislative contact.

**MINIMUM AND ADDITIONAL REQUIREMENTS:**

A Bachelor's degree and relevant program management experience. Ten years of Property and Casualty Insurance Underwriting experience.

**ADDITIONAL COMMENTS:**

The State Fiscal Accountability Authority is committed to providing equal employment opportunities to all persons without regard to race, color, religion, sex, national origin, age, pregnancy, childbirth or related medical conditions, disability, political affiliation, marital status, veteran status or any other legally protected category.

[careers.sc.gov](http://careers.sc.gov)  
1201 Main Street, Suite 440  
Columbia, SC 29201

Job #94183  
PROGRAM MANAGER III / 60021021  
SB

**Program Manager III / 60021021 Supplemental Questionnaire**

- \* 1. Do you have at least ten years of experience in Property and Casualty Insurance Underwriting?  
 Yes  No
- \* 2. Do you have experience in Commercial Underwriting?  
 Yes  No
- \* 3. Are you designated as a Chartered Property Casualty Underwriter?  
 Yes  No
- \* 4. Are you certified as an Associate in Risk Management?  
 Yes  No
- \* 5. How many years of experience do you have managing staff reporting directly to you?
- \* 6. Do you have any experience in rate making processes?  
 Yes  No
- \* 7. How many years of experience do you have supervising managers?
- \* Required Question