



STATE OF SOUTH CAROLINA
State Fiscal Accountability
Authority

1201 Main Street, Suite 440
Columbia, SC 29201

**INVITES APPLICATIONS FOR THE POSITION OF:
RE-POST - Assistant Director-Underwriting (Program Manager III) 60021021**

An Equal Opportunity Employer

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OPENING DATE: 09/06/19

CLOSING DATE: Continuous

JOB TITLE: RE-POST - Assistant Director-
Underwriting (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 \$600 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:**APPLICANTS WHO PREVIOUSLY APPLIED WILL BE CONSIDERED**

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.

**RE-POST - Assistant Director-Underwriting (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