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# Example of Commercial Lines Job Description

Our company is hiring for a commercial lines. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for commercial lines

* Applies standard underwriting guidelines to accept, reject, rescind, or modify coverage within authority limit granted
* Analyzes the operations and exposures of different types of risks and applies standard underwriting guidelines to accept, reject, rescind, or modify assigned commercial lines business, including new business, renewals, and policy changes
* Responds to phone calls, emails, and other inquiries regarding the issuance, rating, and acceptance of commercial lines business
* Collaborates with more experienced underwriters and commercial lines underwriting management on questionable policy interpretation and unusual situations
* Contributes to the pricing strategy with leadership input, product positioning and distribution strategy per each appropriate market and industry in collaboration with marketing and sales to develop clear and concise product messaging and sales tactics
* Proactively research, provide analysis and recommendations for implementation of new product ideas
* Maintains awareness of regulatory and compliance issues related to our marketplace
* Act as a product expert and maintain a thorough knowledge of company product features and benefits industry product trends within a specific line of business
* Assists in developing and delivery of information for training and product promotion to internal and external audiences
* Order Experience Mods

## Qualifications for commercial lines

* Must be well organized with excellent math, written and oral communication skills
* Must possess Property/Casualty Agent’s/Broker’s license
* Bachelor’s degree in related field, certification and / or specialized training or classes
* Previous Product Development background (preferably as a Product Analyst in Commercial Lines)
* Sharepoint Administration knowledge is desirable
* Assist Producer in coordinating with marketing during the marketing and quotation process