



Example of Manager, Insurance Job Description

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Our company is looking for a manager, insurance. 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 manager, insurance

- Manage all corporate-wide insurance coverage
- Coordinate with all internal departments that play a role in the various insurance functions, and develop and oversee appropriate training for these units
- Work closely with internal departments advising on insurance risk matters
- Manage all claims and work closely with the Legal department, as appropriate, to review, comment and help negotiate contract and lease provisions related to insurance
- Establish, oversee, and manage any such programs, including management of claims and loss control activities, management of relationships with third party service providers including brokers, insurers and other TPAs, preparing loss analyses and budgets, identifying exposures, recommending solutions, implementing approved programs, promoting loss prevention, updating and monitoring compliance with insurance procedures
- Evaluate company insurance programs and ensure coverage and limits are consistent with exposure
- Coordinate annual renewal of insurance policies with a broker to ensure proper coverage at competitive rates
- Coordinate proper distribution of insurance certificates and interpretation of contract language with the broker
- Participation in Management Meetings & in the development of service standards and process/workflow

Qualifications for manager, insurance

- Knowledge of highline and exotic vehicles
- Provide regular reports to relevant senior management
- A minimum of 5 years of current audit experience in a public accounting firm or a large professional services firm is required
- Requires 4-10 years prior accounting experience preferably in an internal or external financial audit role
- CPA license in good standing highly preferred
- Consideration of any platform Badge partner impacts and ensure these activities are completed for the relevant badge services