



Example of Property Underwriter Job Description

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Our company is looking for a property underwriter. 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 property underwriter

- Establishes and maintains account pipeline, and supports the sales process, including planning, operating routines and monitoring for the large property line of business
- Typically manages high volume of total written premium and adheres to territorial production goals
- Identifies customer needs and advises on propositions
- Supports specific marketing campaigns
- Gathering the data needed to assess the risk and its exposures
- Analyzing operational, financial and claims reports
- Negotiating final terms and conditions (price, wording, clauses,) with clients
- Compiling proper documentations for bound risks, including working with assistants to ensure accurate data quality of systems
- Managing risk inspections from the early stages of a project until completion
- Coordinate with inter-company departments producers, insureds and Marketing Representatives to ensure appropriate high level account management standards are maintained

Qualifications for property underwriter

- A proven ability and understanding in regard to the need to ensure that all potential risk to all parties involved in the business transaction is avoided at all times

- Highly competent in managing workflow, IT
- Proven ability to absorb technical information and customer/product knowledge within tight timeframes so as to ensure timely support to both internal and external contacts
- Experienced in working on own initiative
- Of line/s of business and legal and regulatory guidelines