



**OVERVIEW:**

Acting independently and with minimal direction, this position will be responsible for underwriting and analyzing new and renewal business. Will also administer and monitor underwriting rules, guidelines, insurance laws, and regulations. This position will also work within their letter of authority and defined guidelines on complex risks. Additionally, this position will assist in the training and development of new or less experienced Underwriter Trainees and Underwriters and may work on special program assignments where data analysis and presentation of findings are required.

If you want to be part of a solid organization that is energetic and growing, contact us today.

**WHY ARROWHEAD GENERAL INSURANCE AGENCY:**

We offer a benefits and compensation package that meets today's most important needs and includes:

- A challenging and stimulating career that provides growth and development.
- Group medical, dental, vision, HSA, life, and disability benefits.
- Paid time off and a 401(k) retirement plan as well as an Employee Stock Purchase Plan that allows our employees to purchase Brown & Brown stock at a discounted rate.

**JOB DUTIES:**

- Executes underwriting strategy as established by the program.
- Accepts, modifies, or declines new and renewal business within delegated level of authority.
- Reviews and analyzes exposures of risks.
- Monitors and reviews new and renewal business results to ensure growth and profitability as established by the program.
- Consistently adheres to underwriting letter of authority, guidelines, and insurance laws.
- Manage results of book of business and implement underwriting action when applicable.
- Travels throughout assigned territory to visit existing and prospective agents to encourage sales and communicates regularly with agents/brokers to achieve production profit objectives.
- Identifies the steps that facilitate movement from the problem to the resolution stage.
- Assists in the training and development of new or less experienced Underwriter Trainees and Underwriters.
- Leads special program assignments.
- Other duties as assigned.

**REQUIREMENTS:**

- Bachelor's degree and five years related experience in the insurance industry and/or an equivalent combination of education and experience.
- Ability to effectively present information.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Have high levels of accuracy and detail along with a specific focus on timeliness, productivity, and quality.
- Able to prioritize and manage multiple tasks.
- Excellent written and oral communication skills.

We are an Equal Opportunity Employer. We take pride in the diversity of our team and seek diversity in our applicants.