

Delegated Authorities Coordinator

London

Perm, Full Time

Start Date: ASAP

Overview of the Role

The management of the delegated underwriting teams relating to the monitoring and compliance with Delegated Authority requirements as set out within the minimum standards.

Purpose

- To manage and assume responsibility for cover holder due diligence approvals.
- Taking primary responsibility for the completion of Lancashire Group's pre bind quality assurance and general contract reviews in line with expected targets.
- Taking responsibility for the cover holder audit function including scheduling, review of audit reports and outcomes are followed up.
- Overseeing the Bordeaux management process including regular meetings with external consultants
- Responsibility for maintaining, and circulating required cover holder information from and BAR system, and Lancashire Group Systems
- The production of delegated underwriting information.
- The review and reporting of data received from cover holders and TPA's
- Management of the delegated underwriting team, liaison with Underwriters and senior management.

Key responsibilities

General

- Oversight of cover holder and TPA due diligence.
- Ensuring compliance with Lancashire Group's standards as they relate to Delegated Underwriting.
- DUA data analysis and reporting.
- Cover holder framework management.
- Responsibility for reporting and compliance of DUA KPI's
- Assisting colleagues with ad hoc duties as and when required
- Keeping up to date on technical and operational delegated issues that impact the syndicate
- Liaison with Compliance Claims and senior management on all aspect of delegated underwriting management.

Reporting

- Responsibility with statistical analysis
- Production of regular and ad hoc business reports relating to delegated authority.
- Provide Management Information to senior management thus ensuring requirements with minimum standards.

Key skills

- A thorough understanding of Lancashire Group reporting requirements and standards.
- Organisation - the ability to prioritise and handle the allocation of workloads, ensuring specific deadlines are met.
- Relationship management -a strong communicator with the ability to build strong relationships both internally within the claims and underwriting teams and with coverholders, TPA's and brokers.
- The ability to work well within the team, sharing his/her knowledge and training to meet business and team goals.
- Strong IT skills.

Lancashire Values

- **L**eadership, exhibiting passion and commitment in all aspects of Lancashire life and inspiring others to do the same, we are
- **A**spirational, aspiring to deliver a superior service for our clients, ourselves and our business partners, we are
- **N**imble in our decisions, actions and business processes, we are
- **C**ollaborative, valuing teamwork and a diversity of skills and experience and sharing in our success, and we are
- **S**traightforward in conducting our business in an accountable, open, honest and sustainable way.

How to Apply

Please e-mail your CV and a covering letter including your salary expectations, notice period and availability to interview to HR@lancashiregroup.com