Job Title:	Underwriting Analyst	Role Holder:	
Reporting Lines:	Performance and Planning Underwriting Manager	Base Location:	London

1. **Purpose**

The purpose of this role is to provide support to the Underwriting Performance and Planning (UPP) function by maintaining the current Management Information reporting requirements and helping develop, expand and automate these where possible.

In addition, a core responsibility of this role is to assist specifically with the development, analysis and roll-out of the Group Business Planning system. The candidate must demonstrate a hands-on approach, technical skills and knowledge required to make change.

2. **Specific Responsibilities**
   - Support the Performance and Planning Underwriting Manager maintain current internal and external MI and assist with managing the Group business planning solution.
   - Support the UPP actuarial and finance managers in the production, oversight and distribution of internal models, MI and reporting
   - Help develop current internal and external MI utilizing SQL and other appropriate tools available.
   - Work with the IT function to implement all change initiatives.
   - Ensure accurate, complete and timely delivery of certain regulatory reporting requirements.
   - Write and update policies and procedures where required.
   - Document and map out business process and data flows.
   - Liaise with management and the Underwriting teams as and where required.
   - To undertake any other duties as may be reasonably required.

3. **Essential Skills & Knowledge**
   - Strong data analytical skills, with natural aptitude towards data quality.
   - Strong IT competency skills with advanced Excel (VBA) and SQL knowledge desirable.
   - Innovative & Flexible.
   - Proven problem solving and analytical skills.
   - Very good attention to detail.
   - Organisational skills and ability to prioritise workload.
   - Good overall communication skills.
   - Team player capable of developing and maintaining effective relationships at all levels

4. **Experience and Education**
   - Sound experience within the insurance industry preferred, although not imperative for the right candidate.
   - Educated to graduate level with strong degree again is preferable although candidates with the required skill set would also be considered.
   - Understanding of insurance market terminology and data items.
   - Good knowledge of the FCA, PRA, Lloyds and other regulators.
   - Technical and practical experience with large datasets, data cleansing and data / system migration.

The Lancashire Way

At Lancashire, we believe our culture sets us apart. The way we behave and approach our work day-to-day is what makes us unique and creates a positive experience for our people, business partners and other stakeholders. Honesty and integrity in all we do is a given and The Lancashire Way reflects our true character and spirit.

Our mindset	Our actions
Straight talking	We feel empowered to share thoughts and ideas, because everyone's voice matters
Collaborative	We work together towards common goals, share knowledge and support each other.
Hard working	We all have a stake in the company's success and are proactive in contributing to our goals and vision
Responsible	We focus on achieving tangible results with consistent standards across the Group.
Positive	We engage with brokers, clients, communities, stakeholders and colleagues professionally and passionately as proud ambassadors of Lancashire.