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INSUR POLICY & RATE ANAL 2
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF REVENUE
INSURANCE COMMISSION
RATES & FORMS
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: UNDER GENERAL SUPERVISION, WILL REVIEW AND ANALYZE PROPERTY AND CASUALTY RATE, RULE AND FORM FILINGS. MUST REVIEW FILINGS TO DETERMINE COMPLIANCE WITH WV CODE, REGULATION AND GUIDELINES. IF FILINGS ARE NOT IN COMPLIANCE MUST WORK WITH CARRIER TO RESOLVE ISSUES BEFORE FINAL DISPOSITION. CORRESPOND WITH ISURANCE REPRESENTATIVES, RATING ORGANIZATIONS AND OTHER INDUSTRY PROFESSIONALS ON INSURANCE ISSUES. ANALYZE AND PREPARE REPORTS FOR INTERNAL AND EXTERNAL USERS. MUST HAVE KNOWLEDGE OF WV CODE REGULATIONS, GUIDELINES, ACTUARIAL REPORTS AND PROPERTY AND CASUALTY PRODUCTS (INCLUDING BUT NOT LIMITED TO HOMEOWNERS, PERSONAL AUTO, COMMERICAL, MEDICAL LIABILITY, WORKERS COMPENSATION, GENERAL LIABILITY AND CREDIT). MUST HAVE STRONG WRITTEN AND VERBAL COMMUNICATION SKILLS. MUST HAVE STRONG COMPUTER SKILLS AND MATH SKILLS. PREFERENCE MAY BE GIVEN TO CANDIDATES WITH EXPERIENCE IN RATE, RULE AND FORM PRODUCT FILINGS. KNOWLEDGE OF WV CODE, REGULATIONS, GUIDELINES, AND PROPERTY AND CASUALTY PRODUCTS.

REQUIREMENTS: TRAINING: BACHELOR'S DEGREE FROM AN ACCREDITED COLLEGE OR UNIVERSITY.
SUBSTITUTION: EXPERIENCE AS DESCRIBED BELOW MAY BE SUBSTITUTED FOR THE REQUIRED TRAINING ON A YEAR-FOR-YEAR BASIS.
OR
DESIGNATION AS A CHARTERED LIFE UNDERWRITER (CLU), CHARTERED PROPERTY AND CASUALTY UNDERWRITER (CPCU), CHARTERED FINANCIAL CONSULTANT (CHFC) OR FELLOW OF THE LIFE MANAGEMENT INSTITUTE (FLMI).
EXPERIENCE: THREE YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EMPLOYMENT AS AN

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INSURANCE AGENT, BROKER, POLICY EXAMINER, RATE ANALYST, ADJUSTER OR INVESTIGATOR WITH AN INSURANCE COMPANY OR GOVERNMENTAL INSURANCE REGULATORY AGENCY IN THE AREAS OF LIFE, PROPERTY AND CASUALTY OR ACCIDENT AND HEALTH OR IN A TECHNICAL CAPACITY IN AN INSURANCE REGULATORY AGENCY.

SALARY: PAY GRADE 015 \$31,164.00 - \$57,660.00

DEADLINE: SEPTEMBER 16, 2012

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
Cammie Wheeler
PO BOX 50540
Charleston, WV 25305

PLEASE INCLUDE POSTING NUMBER INS130009 ON APPLICATION