



## **Motor Underwriting Assistant – FIXED TERM CONTRACT ROLE**

**Location: Leopardstown, Dublin 18**

### **SUMMARY**

Part of the specialised Underwriting team responsible for the pricing, implementation and maintenance of our motor insurance programmes in 20 jurisdictions. Working with Actuarial, Legal and Business Development teams to develop insurance products for the clients of LeasePlan, the global leader in fleet services and driver mobility. This role will report to the.

### **DETAILS**

#### **Job Purpose**

- Managing various existing motor insurance programmes across multiple jurisdictions
- Interact with our in-house Actuarial, Legal and Business Development teams and the insurance managers at the various LeasePlan entities
- Using risk-based pricing models for new business and renewals
- Work with Analytics team to leverage newly available data for more accurate pricing
- Role reports to the Motor Underwriting Manager with regular exposure to the Executive Management Committee (EMC)

#### **Responsibilities will include but are not limited to:**

- Assist in underwriting cross border insurance programmes
- Co-ordinate quotations and referrals processes
- Co-ordinate documentation reviews
- Monitoring and administrating the Underwriting Key Performance and Key Risk Indicators
- Co-ordinate and administer reinsurance referrals and requests, in conjunction with in-house reinsurance team and external parties
- Participate in the review of programme structure, pricing, terms and conditions
- Provide support to underwriters, local Insurance Managers and Cell Leaders
- Building strong relationships with internal and external parties
- Participate in Business Development and other projects
- Any other tasks or projects as requested by the Motor Underwriting Manager
- Attend and complete IT Security training and any other LeasePlan Insurance/LeasePlan Corporation training as required

#### **Knowledge/Qualifications**

- Insurance, analytics, maths or other business-related degree, or equivalent work experience
- Willingness to obtain CIP or further qualification is a benefit
- Knowledge of underwriting and/or cross border insurance programmes an advantage

#### **Skills**

- Good written and verbal communication skills
- Good numeric, analytical and computer skills, especially Excel

- High level of accuracy and attention to detail
- Time-management and ability to meet reporting deadlines as required
- Team player who will be an integral part of a small, highly specialised Underwriting team

#### **What we offer?**

- LeasePlan Insurance is part of LeasePlan Corporation which is the leading provider of fleet management and driver mobility services worldwide with 1.7 million vehicles under management in 32 countries and provide financing and full-service leases to corporate, SME and private leases clients
- This is an exciting opportunity for an ambitious individual who can deliver strong results, manage internal and external stakeholders, and contribute to an enjoyable and motivated company
- Great benefits such as company health and dental insurance, attractive pension, performance related bonus, gym membership, Bike to Work scheme, TaxSaver travel tickets
- Educational support towards professional and personal development

#### **Applications**

Applications should be submitted to [recruitment@leaseplaninsurance.com](mailto:recruitment@leaseplaninsurance.com)

**LeasePlan Insurance is an equal opportunities employer.**