



PERSONAL AUTO
PERSONAL PROPERTY
THE EASE OF
DOING BUSINESS

Underwriting Manager (Commercial P&C- Excess and Surplus)

Southern Insurance Underwriters, Inc. – Alpharetta, GA

POSITION NATURE AND SCOPE:

Job functions require exercising independent judgment and leadership, but do not include the personnel management of others.

- Responsible for Commercial Property and Casualty (Excess and Surplus lines) book of business to include renewal and new business accounts.
- Mentor and manage workflow for Underwriters and Underwriting Assistants.
- Resolve all matters for agents within territory.
- Provide quotes according to all contract and binding companies.
- Maintain profitable book of business with efficiency and accuracy based on market availability and according to department service standards and company compliance while writing minimum of set goal amount in new business annually.
- Monitor and report on retention rate.
- Complete renewals with retention rate of 75% or as assigned.
- Coordinate with other segments to add additional lines of coverage to policy.
- Assure pricing and coverage from requirements are being met.
- Act proactively with marketing efforts to maintain and build relationships (up to 25% travel).
- Recommend and assist with development of insurance programs and niches.

EXPERIENCE

- 5-10 years of Commercial Property and Casualty underwriting experience required.
- Familiar with standard concepts, practices and procedures within the Commercial Property and Casualty insurance industry.

REQUIREMENTS:

- Bachelor's Degree in Insurance and Risk Management or related field preferred.
- Industry relevant designations preferred (e.g. CPCU, ASLI, ARM, etc.).
- Proficient in Microsoft Office products to include Word, Outlook, and Excel.
- Ability to adapt quickly to new software applications and Carrier systems.
- Professional verbal and written communication along with strong interpersonal skills.

Corporate Office : P.O. Box 105609, Atlanta, Georgia 30348-5609 • PH: 678.498.4500 • TF: 800.568.1700 • FX: 678.498.4600

Florida Office : 1035 Greenwood Blvd, Ste 121, Lake Mary, Florida 32746 • PH: 407.671.7464 • TF: 800.866.3324 • FX: 407.671.9262

Internet: www.SIUins.com • Email: info@siuins.com • Hours: 8:00am - 5:30pm EST



SOUTHERN
INSURANCE
UNDERWRITERS, INC.

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- Ability to work in a team, productivity based environment.
- Ability to multitask efficiently and accurately in a fast paced environment.
- Strong organization and prioritization skills.
- Must possess initiative and drive to make positive changes to processes.
- Detail oriented with strong problem resolution and research skills.
- Ability to analyze a situation and implement a solution.
- Must be customer focused.

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