

## RISK MANAGEMENT ASSOCIATE

National Interstate Insurance - Buffalo, NY (Remote)

### Essential Job Functions and Responsibilities

- ☑ Conducts loss prevention surveys / physical inspections of commercial accounts:
  - o Provides underwriters with an accurate description of the physical and operational details of an insured.
  - o Identifies hazards and potential loss exposures and makes recommendations to eliminate or reduce the potential loss.
  - o Consults with underwriters and other staff regarding account / line-of-business acceptability, exposures and controls pertinent to the various lines of business.
  - o Assists underwriters and other staff relative to account operations, exposures, construction and protection.
  - o Conducts accident investigation and loss analysis to identify causes.
  - o Employs effective sales and communication skills to achieve compliance with recommendations and provides safety and / or supervisory training to insureds.
  - o Conducts joint marketing presentations, in conjunction with Underwriting, Claims and Marketing, to accounts and agents.
- ☑ Maintains advanced knowledge of company / department manuals and procedures, and relevant Federal, State and other pertinent codes and regulations applicable to Property, Liability and Casualty lines of coverage.
- ☑ Provides guidance and assistance to lower level positions. May assist in training new employees.
- ☑ Performs other duties as assigned.

### Job Profile

**Education:** Bachelor's Degree or equivalent experience.

**Field of Study:** Safety, Engineering, Mathematics or a related discipline.

**Experience:** 3 to 5 years of related experience. Working toward completing certification or has completed certification in area of chosen expertise; appropriate certifications could include Certified Safety Professional (CSP), Certified Fire Protection Specialist (CFPS), Associate Risk Management (ARM), Certified Safety and Health Management (CSHMS), Associate Loss Control Management (ALCM) or Occupational Health and Safety Technician (OHST).

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