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Senior Claims Analyst

Arch Insurance (Bermuda) is a division of Arch Reinsurance Ltd. providing Specialty Casualty, Executive Assurance and Professional Liability insurance on an excess basis for large commercial and financial companies and service firms worldwide. Our disciplined and experienced team provides a high level of support and market knowledge to our clients and brokers. We are a purposefully lean and autonomous organization with experienced professionals who take pride in their commitment to teamwork. With our 'A+' financial strength rating from the major rating agencies, we are sound and a reliable market.

This new position, the Senior Claims Analyst, will be responsible for supporting the SVP, Head of Claims and Legal Counsel, primarily with the administration of casualty claims.

Duties & Responsibilities:

- Management of complex excess casualty claims from date of loss to closure, including coverage and exposure analysis
- Interpretation of policy language to ascertain potential coverage issues and to determine appropriate methods of handling claims
- Maintenance of accurate claim files and database
- Recommend and establish indemnity reserves and payments
- Reporting of significant case developments to Underwriting/Management and setting effective strategies for the fair resolution of claims
- Assignment and monitoring of outside counsel and loss adjusters to ensure timely and cost-effective management of claims
- Review and processing of legal, expert, and adjuster fees
- Preparation of reports and research findings on a timely basis to support reporting needs
- Liaise with brokers, underwriters, accounts department and clients to obtain information as needed, including responsible for responding to broker and external queries
- Suggestion and implementation of quality improvement measures

Minimum Qualifications, Skills & Experience:

- Minimum of 5 years claims handling experience, including experience of handling complex casualty claims
- Legal degree or ACII or CPCU insurance designation preferred
- Proven ability to interpret and understand casualty policy wordings, including the ability to handle complex coverage issues
- Detailed knowledge of the Bermuda Form Policy
- Exceptional analytical skills and strong attention to detail
- Proven ability to organize and prioritize a demanding workload
- Excellent PC skills, including Microsoft Office Suite and database systems
- A strong work ethic and the ability to take initiative and work with minimal supervision
- Excellent verbal and written communication skills with both internal and external stakeholders as well as strong presentation skills
- Ability and willingness to work extended hours

To apply please send your résumé to bdajobs@expertisegroup.com or view our active roles online at www.expertisegroup.com.

All enquiries will be dealt with in strict confidence.

