



Underwriter – Marine Cargo Insurance

Are you interested in international trade and how trade talks with China are affecting the cost of doing business for US importers? TRG, an international insurance agency based right here in Bozeman, is looking for an experienced professional, or a career-minded college graduate, who wants a ground floor opportunity to learn the world of marine cargo insurance. Did you know cargo insurance is the oldest form of insurance (think Lloyds of London)? When cargo is shipped, by air, land or sea, it must be insured against loss. TRG writes this insurance and we need an analytical-minded person to underwrite good risks.

If you have your P&C license already you are a step ahead. If not, we will get you licensed at our expense! You will work directly with our insurers, including a Lloyds of London Underwriter and other national insurers. You will be responsible for underwriting and quoting new and renewal business and assisting clients in navigating claims. These functions work well together as an underwriter must understand what drives claims. You will be expected to have excellent communication skills, time management skills and above all, keen critical thinking skills.

Trade Risk Guaranty (TRG) is the market leader in providing international trade related insurance directly to importers, serving over 13,000 policies. This position allows you to see all aspects of our Marine Insurance business, providing a great opportunity for the right person to grow with our company

Specific Responsibilities:

- Communicate extensively via phone and e-mail with Insurance company underwriters, TRG sales and renewal personnel, and insurance company claims representatives.
- Learn underwriting basics and unique nuances through internal on the job training by department manager and department peers.
- Prepare detailed forms, documents and reports; accurately input, update, and maintain client service database; punctually complete assigned daily activities.
- Be willing and able to obtain Montana Property, Casualty and Surety insurance license as department/company needs deem it necessary. TRG offers education benefits for coverage of most expenses.

Required Knowledge, Skills, and Abilities:

- Analytical minded – ability to absorb multiple pieces of information in order to understand how they relate and affect each other and be able to make financial based recommendations based on the data provided.
- Possess licenses in Property & Casualty in Montana; or be willing and able to obtain Montana Property, Casualty and Surety insurance license. TRG offers education benefits for coverage of most expenses.
- Possess a "Can Do" attitude; have the ability to change gears with changing priorities and deadlines.
- Possess strong communication skills: ability to communicate clearly and effectively and contribute positively as a team member; exceptional verbal communication skills and ability to write professional-level correspondence.

Job Type: Full-time, flexible

Salary: DOE plus benefit package.

Other Benefits:

- Group Health, Dental, Vision, and Disability benefits
- Paid Time Off and Company Holidays
- Company sponsored 401(k) plan, matching at 100% the first 3% you save and 50% from 4-5%
- Casual dress code
- Personal Time Off, 15 day accrual schedule in your first year plus 8 company holidays
- Company sponsored team building activity days
- Customized and flexible schedule within a 40 hour week, Monday through Friday, 7:00am to 4:30pm with an hour or half hour lunch



Trade Risk Guaranty (TRG) is an international trade insurance agency headquartered in Bozeman Montana. Our consumer-direct approach has grown our company to include more than 13,000 clients and 50 employees. We offer careers in sales, marketing, customer service, office administrations, information technology and insurance underwriting.

To apply submit your cover letter and resume online at www.traderiskguaranty.com/about-trg/careers/ or email to hr@traderiskguaranty.com.

Job Description

Revision Date:

Author:

Position Status: Full Time Part Time Exempt Nonexempt

Position Title:

Department:

Immediate Supervisor:

Positions Supervised:

Position Description:

Major Areas of Responsibility:

Specific Responsibilities:

Specific Responsibilities (Continued):

Required Knowledge, Skills, and Abilities:

Education and Experience:

Physical Demands:

Work Environment:

Department Manager: _____

Human Resources: _____

Senior Management: _____

Employee Name (Print): _____

Employee Signature: _____

Date: _____