Title: Personal Lines Risk Manager (P&C Insurance)

Location: Overland Park, KS

Job Description: **JOB SUMMARY**

The Personal Lines Risk Manager is responsible for working directly with our Wealth Managers and their clientele to provide a comprehensive insurance approach to their personal insurance needs. They will provide quotes, explain coverages, and communicate with clients to determine how we can best serve them from a personal insurance standpoint.

The **Personal Lines Risk Manager** has a service-driven personality and is experienced at marketing complex personal insurance risks. They will determine appropriate markets and work directly with companies to place personal insurance plans ranging from home, auto, umbrella, collections, boats, and secondary dwellings.

We do not accept resume submissions from third-party recruiters or staffing agencies. Please contact our recruiting team directly.

JOB DUTIES:

- Promptly address requests received from Wealth Managers, clients, and carriers regarding insurance quote status, coverage, claims, or administrative issues.
- Creates ACORD and various other company applications as needed to place coverages requested.
- Submits applications, loss runs, etc. to various markets to obtain quotes as quickly as possible.
- Reviews quotes and resolves any discrepancies directly with the underwriter and communicates final quotes to clients.
- Prepares summaries of insurance, schedules and proposals for Customers as needed.
- Confirms binding of coverage with carriers and issues binders.
- Issues Auto IDs for new business policies as needed.
- Invoices agency-billed policies and executes premium finance agreements as needed.

REQUIRED EXPERIENCE/QUALIFICATIONS:

- Able to market and place insurance coverage promptly and independently – identifies appropriate markets, submits risks for quotes, presents quotes to insured, and binds coverage as elected.
- Strong communication skills and the ability to receive, interpret, and respond to complex issues.
- An ongoing effort to obtain professional designations such as CISR, CIC.
- Strong relationship-building skills with Wealth Managers, companies, clients, and colleagues.
- Ability to be a team player and adapt to a fast-paced, ever-changing work environment with a positive attitude.
- High-level multi-tasker

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