

## ▶ VACANCY – UNDERWRITER - SINGAPORE



The Shipowners' Club is a mutual insurance association currently recruiting for an experienced Underwriter in Singapore. We offer Protection & Indemnity (P&I), Legal Costs Cover and associated insurances to smaller and specialist vessel owners, operators and charterers around the world. Building on over 160 years of experience, the Shipowners' Club provides tailor-made insurance packages for each operator according to their particular need.

We are now seeking an experienced Underwriter to join our team on a permanent basis. The ideal candidate will have significant P&I underwriting experience, be enthusiastic and a quick learner with a desire to develop in a friendly and supportive Insurance company.

If interested in this role, please send us your **CV and covering letter** outlining why you would be suitable for this position and your salary requirements to [hr.smpsb@shipownersclub.com](mailto:hr.smpsb@shipownersclub.com)

*We recognise the business benefits of having a diverse and inclusive community. We all have something unique to bring to the table and by embracing those differences we seek to build and maintain an environment which attracts and values diversity and where everyone can develop their talents and be themselves. For us, diversity and inclusion goes above and beyond focusing on protected characteristics – we want all our colleagues to bring 100% of themselves to work. With a happy and engaged workforce we all strive to work together to be the best that we can be for the mutual benefit of ourselves and our Members.*

### **Overall responsibility of the Role:**

To underwrite the Club's business providing a liability solution to cover the operational needs of the Members.

### **Role Responsibilities:**

1. To ensure the correct assessment of risk in accordance with the underwriting guidelines set out in the Underwriting Procedures Manual.
2. To fully adhere to the Underwriting Procedures Manual and all processes therein.
3. To ensure that high levels of service to Members and brokers are achieved and maintained, including prompt and accurate issue of Members' documentation.
4. To develop and maintain relationships with Members and Brokers to ensure the retention and development of the portfolio for the mutual benefit of the Club.
5. To identify, attract and develop new business opportunities that are of mutual benefit to the Association.
6. To continually monitor and analyse the performance of business within the portfolio, highlighting and addressing areas of concern that require action.
7. To ensure all outstanding premium is paid prior to binding of renewals in conjunction with the finance team.
8. Responsible for approving and ensuring the correct issuance of blue cards.
9. To share knowledge, information and experience across the Underwriting team.

10. To develop the skills and knowledge required for the effective performance of the role by participating in and actively contributing to training and development activities.

11. To ensure sanctions screening has been undertaken on Members, other named parties and all vessels, and any hits resolved, prior to binding cover or processing MTA's.

**Skills and Experience Required:**

- Underwriting experience in Mutual and/or Fixed Premium P&I Cover.
- Skilled negotiator and service orientated.
- Proven experience of business development and broker liaison.
- Analytical skills, with excellent report writing ability.

*Due to the large numbers of responses we receive, it is not possible to respond to every application. Therefore only short-listed candidates will be contacted for this particular role and if you haven't heard from us within 3 weeks please assume you have been unsuccessful on this occasion.*

**No Recruitment Agencies please.**