



Senior Underwriter

Job Description

Under the supervision of, and reporting to the Chief Underwriting Officer (CUO), your functions and duties shall be as follows:

- Lead, guide, manage and coach the underwriters
- Monitor and ensure optimal resource allocation amongst the underwriters
- Monitor the performance of Underwriters in accordance with the ATI Staff Policy Manual
- Assist the CUO in the production of reports as and when required
- Generate business through marketing activities and increasing the visibility of ATI. This involves meeting one-on-one with clients and prospects and attending different marketing events organized by ATI or ATI's business partners
- Assist to organize/manage awareness events in countries of responsibility
- Screening business enquiries based on eligibility criteria;
- Assess the risks of the proposed transactions and produce a report of the risk to convince approvers to accept the risk;
- Issue non-binding/indicative term sheets
- Arrange reinsurance for transactions requiring reinsurance support
- Preparation of policy documents
- Educating policy holders on the A-Z of the policy they are about to sign
- Managing and monitoring the underwritten risk - Support and guide the Post Contract Management Officer
- Any other duties as may be assigned by the CUO from time to time

Key Relationships:

Your key internal relationships are with the credit, finance, marketing and procurement departments while externally you will have contacts with brokers, banks, insurance companies, reinsurance companies, corporate clients and governments.

Knowledge, Skills and Experience

- An advanced degree in Economics, Business Administration, or related area
- A thorough technical expertise and underwriting experience in commercial and political risk insurance, surety bond and banking products

- A minimum of 10 years' experience in project finance, banking, finance and insurance with at least 3 years' experience in a leadership or supervisory role
- A sound understanding of reinsurance markets and mechanisms
- International experience in ATI member States and/or countries with a similar profile
- Team player with excellent interpersonal and communication skills
- Excellent report writing skills
- Proficiency in MS Office suite of packages
- Fluency in written and spoken English
- Operational French is a major advantage

