

## DELTA INSURANCE JOB DESCRIPTION

### JOB TITLE

Underwriting Manager, NSW.

### DELTA

Delta is a rapidly growing international insurance underwriting agency with offices in New Zealand, Australia and Singapore. Delta Insurance Australia has been going from strength to strength since its launch in 2022.

### PURPOSE

We are seeking a dynamic and results-driven Underwriting Manager to lead and drive the distribution and premium income growth in New South Wales. The role will also look to remotely develop relationships and underwrite risks from Victoria and South Australia.

The successful candidate will be experienced in Professional and Financial risks and responsible for developing and executing strategic plans to expand our market presence, build strong relationships with brokers and clients, underwrite risks and achieve ambitious revenue targets.

### OUR VALUES

- ***We do the right thing***
- ***We are passionately curious***
- ***We enjoy the journey and celebrate it***
- ***We are at our inspirational best when we collaborate***
- ***With our entrepreneurial spirit, we are proactive and nimble***

The successful candidate has a mix of underwriting expertise, passion for people and the right culture fit. Delta's core vision ***We embrace change to make a more resilient world*** and values sit at the very heart of Delta's purpose ***We build resilience to give you the confidence and security to thrive***: in what we do, how we treat our people, customers, service providers, partners, and each other. Welcoming talent with aligned values is important to us.

### SPECIFIC DUTIES & RESPONSIBILITIES

- Lead the development of Delta in New South Wales, focusing on business development and underwriting of risks. This will include visits and contributing to broker education and driving profitable growth.
- Look to replicate this in Victoria and South Australia, with occasional travel for business development.
- Assist the wider DIA group by becoming the technical lead for one of our existing product lines.
- Creating an inspiring team environment with an open communication culture
- Manage and support your direct reports in the underwriting team
- Set and monitor, clear team, and individual goals/KPI's, following the internal performance review process and Delta's Group L&D Policy
- Set deadlines for your team, as well as helping priorities workloads in your team
- Mentor and coach team members in Delta's underwriting team

- Develop and promote new scheme opportunities
- Assist in the development of new or existing product lines.
- Actively contribute to the development and implementation of the strategic direction of the Company, communicating with upper management to align contribution of team objectives to company goals
- Stay abreast of legal and regulatory developments to ensure an effective underwriting response
- Ensure agreed service level standards are adhered to in respect of quote turnaround and policy administration
- Assist with referrals from the underwriting team, as well as day to day underwriting of accounts across the full range of Delta clients and products
- Develop knowledge and understanding across the full range of Delta products
- Comply with Delta Underwriting Systems; DIMS; SharePoint File Maintenance; Training program; Lloyd's Compliance

### **GENERAL DUTIES & RESPONSIBILITIES**

- Be punctual and work the hours and times specified.
- Prioritise workload to ensure work of the greatest importance to the business is undertaken with urgency and to a high standard.
- Support and help develop a positive workplace culture.
- Demonstrate excellent interpersonal communication skills.
- Responsibly manage all business resources within accountability levels.
- Undertake all duties and responsibilities outlined in this Job Description and all other duties as required by the business.
- Comply with all employment obligations.
- Promptly undertake to complete all reasonable and lawful instructions and directions given.
- Serve the business in good faith, promoting and protecting the business' best interests.
- During work time, and such other times as may be reasonably required, dedicate all effort to the execution and fulfilment of the duties, responsibilities, obligations and instructions related to employment.
- Demonstrate through own actions a commitment to Health and Safety at work when undertaking work or observing others in the workplace.

### **SKILLS, EXPERIENCE & EDUCATION**

- 5 years of experience as an Underwriter in the Professional Risks environment.
- Preferred experience in a business development, team leader or manager capacity
- Ability to develop, implement and assess performance metrics
- Knowledge of company policies and procedures
- Understanding of safety practices
- Proven experience within the Insurance Industry
- Strong analytical skills, customer focus, and interpersonal & relationship management skills
- Ability to use reasonable and sound judgment
- Strong problem-solving and decision-making skills
- Excellent organisational and communication skills
- Team player with ability to coach and assist others
- The ability to prioritise, work under pressure and meet deadlines