



Underwriting Systems Specialist

Endurance Specialty Insurance Ltd. is currently seeking an Underwriting System Specialist with Client Relationship Management (CRM) focus to assist our three insurance practices: Excess Casualty, Healthcare Liability and Professional Liability. The candidate will report to the EVP of Bermuda Insurance. Primary responsibilities will be to develop, implement and maintain our CRM sales system. Act as liason between IT/Operations and Underwriting teams to ensure seamless integration and communication between the CRM system and our other Underwriting systems.

Additional Duties & Responsibilities

- Although this position requires CRM expertise, this candidate must have extensive project management skills and a working knowledge of the Bermuda Market insurance model
- Training and on-going support for all users
- Logging/reporting all user issues and troubleshooting as needed
- Liasing with Underwriting/Vendor/IT Operations for resolution of issues, system enhancements and development of analytic tools
- Working with Operations team to manage data integrity and quality control for underwriting systems
- Proactively create and monitor prospecting activity and cost benefit analysis
- Participate in both Underwriting and Operations strategy meetings on behalf of Endurance Bermuda practices
- Assist with internal testing, quality assurance and quality control for the IT underwriting system upgrades
- Communicate underwriting system needs – tactical and strategic - with IT and Operations team in conjunction with ERS Practice leaders
- Assume responsibility for the various sales and prospecting tools to which we currently subscribe from the broker market
Maintain electronic distribution lists, event lists, tracking and monitoring of marketing e-mail campaigns and client/broker events

Required Experience

- Proven expertise leveraging CRM applications such as Salesforce.com, Microsoft Dynamics and Oracle
- Minimum 5-7 years (preferably Bermuda market) experience in CRM, IT (Genius) financial systems, business development and communications
- Proficient in Microsoft Outlook, Word, Excel, Access, PowerPoint, SharePoint
- Ability to work under pressure to meet deadlines and work independently at all times

Applications will be dealt with in strict confidence and interested candidates can apply in writing or via email to:

Human Resources Manager
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