



Underwriter – Shelburne ON (On-Site)

Dufferin Mutual is looking for a dynamic person to join our underwriting team on a full-time basis. We are an industry leading P&C insurance company and have proudly served our community since 1895. We are proud to offer a friendly and professional team environment for employees to learn, grow and develop.

The Role:

- Review and underwrite new, renewal and endorsements on multiple lines of business
- Manage, strengthen and contribute to the growth and profitability
- Quote and authorize business using our methodology and underwriting guidelines
- Interact and build relationships with Brokers and Agents
- Collaborate with co-workers to evaluate and analyze risks within our book of business
- Participate in seminars and training sessions as required

Qualifications & Characteristics:

- Minimum 2 years insurance related experience
- University / College Diploma
- CIP Designation is an asset (or CIP in progress)
- Exceptional customer service & communication skills – verbal and written
- Excellent time management skills to prioritize and meet deadlines
- Self-starter who can work independently as well as in a team environment
- Reliable, organized and has a strong attention to detail
- Excellent decision making and negotiating skills and has the ability to use logic and intuition
- Proficiency with computers, Microsoft Office/Excel, entering data with speed and accuracy
- Knowledge and experience using P&C insurer operating platforms

What We Offer:

- Competitive Salary
- Extended Benefits
- Defined Pension Plan
- Career growth and paid training opportunities

If you have the required skills and would like to apply for this exciting opportunity, please forward your resume to info@dufferinmutual.com

We thank all interested candidates however only those selected for an interview will be contacted.