

**State of New Hampshire Job Posting**

**Insurance Department- Insurance Company Examiner II**

**Market Conduct**

**US:NH:CONCORD**

**Lg 31 Position #41772**

**Closes 12/30/15**

**Summary:**

Implements and supervises desk audits and on-site market conduct examinations of domestic and foreign property and casualty insurance companies, life, accident and health insurance companies, health plans, health maintenance organizations, insurance agencies, premium trust account examinations and examinations of other insurance and insurance related entities.

**Responsibilities:**

Functions as the senior examiner of market conduct examinations, as assigned.

Assigns tasks and reviews work product of other examiners as directed by the Examiner in Charge (EIC). Prepares draft reports for review by supervisor (EIC) and participates in redrafting as needed.

Provides technical expertise to the examination which requires knowledge in the areas of compliance with NH insurance statutes, department regulations, electronic data processing, internal controls, and insurance products for rating, underwriting, claims review, sales practices, marketing, advertising and other areas of examination as needed to insure the integrity and quality of the examination.

As directed by the EIC, exercises technical supervision over junior examination staff to allocate work assignments according to their individual levels of experience and expertise, and reviews the individual work papers of the staff on an ongoing basis during the examination to ensure that they are technically correct from an auditing standpoint and prepared in accordance with and satisfies the objectives of the individual and overall examination plan.

Teaches and provides on-the-job training to trainees and Insurance Examiners I, to develop their knowledge of the principles of insurance, insurance company operations and examination skills.

Provides a liaison between the insurance department and senior company management, chief executive officer and chief legal counsel about procedures needed to adopt and implement NH Insurance Department policy and examination findings and recommendations.

Prepares an examination report to document findings, recommendations and conclusions of the examination with appropriate references that cite violations of insurance laws, and insurance regulations and bulletins.

Testifies at hearings conducted by the insurance department to present, explain and defend examination findings and recommendations. Participates in preparing enforcement and regulatory actions as needed.

Monitors progress, resolves questions or problems, and provide additional direction where deemed warranted by the work already performed and inform the examiners of current examination developments.

Functions so that the examination is conducted in a fair and professional manner, observes professional standards such as the maintenance of independence, professional judgement and discretion to respect the confidentiality and proprietary aspects of the information received and developed during the course of the examination.

Other information:

**MINIMUM QUALIFICATIONS:**

**Education: Bachelor's degree from a recognized college or university.**

**Experience: Six years' experience in accounting, auditing or business administration, insurance management or regulation, two years of which must be involved with insurance company examinations, market conduct examinations, insurance department rate, policy, contract or consumer protection regulatory experience, or in underwriting and loss adjustment. Registration with the New Hampshire Board of Accountancy as a Certified Public Accountant or possession of one of the following nationally recognized professional designations: AIE, CIE, CFE, FLMI, CLU, ChFC, CPCU, or an equivalent designation may be substituted for two years of work experience.**

**License/Certification: Must possess a valid New Hampshire driver's license or have access to transportation for state-wide travel.**

**SPECIAL REQUIREMENTS:**

For promotion from Insurance Company Examiner I, labor grade 29 to Insurance Company Examiner II, labor grade 31, employees must:

1. Meet the minimum qualification requirements of Insurance Company Examiner II;
2. Receive satisfactory annual performance evaluations; and
3. Be recommended for promotion by their immediate supervisor.

