

State of New Hampshire Job Posting

**Insurance Department
Insurance Company Examiner I
Compliance Unit
21 South Fruit Street, Suite 14
Concord, NH 03301
Labor Grade 29**

Typical Starting Salary Not to Exceed Step 5, \$68,406.00

Position # 44145

The State of New Hampshire, Insurance Department has a full time vacancy for an Insurance Company Examiner I.

Summary:

Performs highly technical and specialized regulatory compliance review and analysis of insurance company forms. Performs quality filing review of policies on a consistent basis and in a timely manner to ensure protection of consumers.

Responsibilities:

Examines insurance policy forms, riders, endorsements and advertising to assure compliance with established federal and state laws, regulation, bulletin, industry and national standards and procedures.

Accurately references and applies standards and procedures set forth under federal and state laws, regulatory guidance, regulations and bulletins.

Prepares and issues objection letters, approval or disapprovals through the NAIC electronic database (SERFF or its successor). Make decisions based on relevant facts and finding encompassing federal and state laws, regulations and bulletins; the result being legally sound with accurate dispositions to facilitate compliant insurance products.

Assists department personnel in the administration of existing regulatory stands and consumer services pertaining to insurance coverage.

Assists in the development of policies and procedures under which qualified health plans will be certified, monitored, decertified and re-certified in the Health Insurance Exchange as necessary.

Attends, prepares and participates in all team training and meetings in order to coordinate the review of filings amongst team members to assure quality, consistency and accuracy.

Recommends and assists in drafting new and or revising existing legislation, regulations and bulletins.

Responds to informational and technical request from department employees and prepares timely and accurate data for in-house examiners as requested to audit companies and/or agents in response to consumer complaints or market conduct examinations.

Prepares and participates in department presentations. Prepares and responds to oral and written inquiries relative to insurance to advise, explain or interpret technical matters on policy provisions.

Participates in disciplinary proceeding against companies and/or agents alleged to have violated statutes.

MINIMUM QUALIFICATIONS:

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

Experience: Four years' experience in accounting, auditing or business administration, insurance management or regulation, one year of which must be involved with insurance company financial 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.

PREFERRED QUALIFICATIONS: Preference will be given to candidates with experience in the compliance, underwriting or claims area of the insurance industry. Preference will be given to candidates with proficiency in computers and the use of various software programs.

SPECIAL REQUIREMENTS: For promotion from Junior Examiner, labor grade 23 to Insurance Company Examiner I, labor grade 29, employees must:

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

Employees may be required to pay an agency/union fee.

For further information please contact:

Fran DeCinto, Director of Planning and Personnel

Ins-careers@ins.nh.gov

603-271-2261

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