

State of New Hampshire Job Posting

INSURANCE DEPARTMENT

US:NH:CONCORD

**INSURANCE COMPANY EXAMINER II
(COMPLIANCE INSURANCE EXAMINER)**

LABOR GRADE 31

POSITION # 41771

SALARY RANGE: \$61,483.50 to \$84,669.00

TYPICAL STARTING SALARY NOT TO EXCEED \$73,827 (STEP 5)

SALARIES ABOVE WILL BE EFFECTIVE 1/9/15

SCOPE OF WORK: To perform and administer senior level compliance examination of all lines of insurance, evaluate and direct the planning and development of policies and procedures to coordinate their implementation. This position is responsible for providing project leadership, training, quality review coordination of the Compliance Division with insurance carriers and federal agencies.

ACCOUNTABILITIES:

- Acts as a senior examiner for the policy and forms Compliance Division. Review the work of subordinate professional staff to assure compliance with established standards, procedures, laws and regulations.
- Oversee development and training of programs health-related policy initiatives needed to support department, state and federal programs.
- Collect, disseminate and coordinate the resolution of CMS issuer correction notices in advance of final ACA QHP certification notices.
- Prepares and reviews reports of audits of professional staff examiners and provides recommendations for training and staff development.
- Develops and coordinates policies and procedures under which qualified health plans will be certified, monitored, decertified and re-certified in the Health Insurance Exchange.
- Prepare and update insurer compliance checklist for all lines of insurance.
- Planning for ACA QHP binder and review tool training with compliance staff.
- Supports the drafting of legislation and promulgation of administrative rules through the providing of technical assistance and testimony
- Develops, in conjunction with the commissioner and other executive personnel, department policies and strategies to achieve agency goals meet state and federal statutory requirements.
- Responsible for the initial and ongoing training of entry level examiners on operating systems and procedures for the review of policy and form for compliance with state and federal insurance regulations.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with a major in accounting, finance, insurance, statistics, criminal justice, business administration or law, economics, social sciences, government, or its equivalent with a minimum of 15 credit hours in any of the above fields.

Experience: Seven 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 underwriting and loss adjustment experience. 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, CFE, CIE, FLMI, CLU, ChFC, CPCU, or an equivalent designation may be substituted for two years of work experience.

License/Certification: None required.

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

In order to receive credit for post secondary education, a copy of official transcripts with a seal and/or a signature MUST be included with this application.

Contact Person: Fran DeCinto, Director of Planning and Personnel, 21 S. Fruit Street, Suite 14, Concord, NH 03301

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