

## **POSITION DESCRIPTION**

Trans Pacific Assurance Ltd

### **AM5093 - Chief Insurance Officer**

**Trans Pacific Assurance Ltd. (TPAL)** is a clear leader in Papua New Guinea's insurance sector specialising in business, motor vehicle, home, and medical insurance. Founded in 2014, **TPAL** has grown an enviable reputation for excellence in service both at point of sale and time of claim which has resulted in the achievement of significant market share.

**TPAL** is inviting exceptional candidates to apply for the vital role of:

### **CHIEF INSURANCE OFFICER**

The Chief Insurance Officer (CIO) reports to the Chief Executive Officer and is responsible for ensuring Quality & Compliance within the Insurance function, driving the acquisition and retention of profitable business from selected Business Partners, monitoring risk surveys and loss control activities, and assisting with both Treaty and Facultative Reinsurance placements.

It is essential that the incumbent adopts a collaborative approach and works in harmony with other managers to ensure effective communication as to target activities and achievement of common goals.

#### **Key Responsibilities:**

- Ensures all documentation released to customers and intermediaries maintains 100% accuracy so as to eliminate discrepancy risk from the business unit
- Actively seek New and Renewal business from a designated broker / introducer partner group
- Works with the underwriting team to ensure that targeted business volumes are achieved whilst ensuring that the business risk appetite is not compromised in any way
- Working with the Risk Management function to ensure that risk surveys are completed in a timely and appropriate manner
- Assisting the CEO with Facultative and Treaty reinsurance requirements
- Preparing reports on relevant areas such as strike rates, average premium rates, renewal retention rates and other business intelligence items
- Provide interpretation and advice on authored reports to demonstrate tangible addition of value to the business decision making process
- Responsible for identifying self-development opportunities in particular those which are required for maintenance of CIP status
- Any other tasks that are reasonably required from time to time as delegated by the CEO.

#### **Expected Competencies:**

- Relevant tertiary core qualifications (Bachelors in Business, Commerce or similar)
- Minimum formal qualification of ANZIIF Senior Associate (or equivalent)
- 10 years of industry experience spread across Underwriting, Claims and Operations
- High degree of competency with the Microsoft Office suite is required, together with the ability to rapidly master TPA's core operating system Javln
- High degree of financial literacy
- Demonstrated ability to form and retain quality business relationships at all levels.

### **APPLY NOW**

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the Application Form and follow the website instructions to forward to Vanguard International, including a detailed CV.

Alternatively, please call us on (+675) 7500 7500 or email [recruitment@vanguard.com.pg](mailto:recruitment@vanguard.com.pg)

**Applications close COB Friday 6<sup>th</sup> May 2022**

**Only shortlisted applicants will be contacted.**

To apply for this position:

- Download and complete the Application Form from <http://www.vanguard.com.pg>.
- Email the application to [recruitment@vanguard.com.pg](mailto:recruitment@vanguard.com.pg) together with a copy of your CV in MS Word format.

**Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview**