NEIL

Position Description

Position Title: Claims Adjuster	**Grade: 9**
Department: Claims	**FLSA Status: Exempt**
Reports To: Vice President - Claims	**Supervisory Responsibility:** YES NO X

JOB SUMMARY

Responsible for investigating, adjusting and negotiating the settlement of insurance claims made against the Company. Actively leads the review and settlement of complex and very high dollar claims.

ESSENTIAL FUNCTIONS
1. Report to and function as a claims and technical advisor to the Vice President – Claims.
2. Evaluate and properly respond to policyholder insurance claims as assigned by the Vice President – Claims.
3. Interpret application insurance contracts to determine whether loss facts trigger coverage, and if so, the amount of damages to be paid.
4. Make coverage assessments and provide all needed input for the evaluation and resolution of claims.
5. As necessary, direct the activities of outside experts and consultants in the collection of and/or the review of all facts concerning the cause of the property loss and the identification of related damages.
6. Develop estimates of potential loss liabilities and propose appropriate claims reserve estimates.
7. Continually assess current claim reserves for adequacy and recommend adjustments as necessary.
8. As necessary, prepare reports and information on claims activity for the Claims Committee and seek their counsel on various claims matters.
9. Interface with the Insurance Department, underwriters, legal counsel as necessary to resolve policy interpretation questions and issues.
10. Correlate, analyze, and communicate loss information from insureds, insurance brokers, consultants and experts, accountants, etc.
11. Assist in the development of administrative procedures to effectively carry out and support the above activities.

NEIL

Position Description

Position Title: Claims Adjuster	Grade: 9
Department: Claims	FLSA Status: Exempt
Reports To: Vice President - Claims	Supervisory Responsibility: YES NO X

QUALIFICATIONS

Job Knowledge
Knowledge of property insurance claims handling and adjustment practices involving large industrial and/or commercial facilities. To be of maximum benefit to the organization, this position requires a balance of knowledge in the areas of engineering, insurance concepts, law, claims handling, and adjustment. A knowledge of power generation facilities is desirable.

Competencies/Abilities
Strong organizational skills; ability to work effectively with minimal supervision; interpersonal and teamwork skills; strong verbal and written communication skills; leadership skills; innovative thinking and insight; strong collaboration and consensus building skills; self-motivated; ability to maintain confidentiality as necessary. It is required that the individual in this position acquire and maintain a property claims adjuster's license from the State of Delaware along with licenses in all states where the Company insures nuclear power facilities.

Experience
Knowledge of claims adjustment practices involving utility power generation facilities preferable, and knowledge of nuclear power generating facilities an added plus.

Educational Requirements
Bachelor's degree plus four years' experience, or a high school education plus five years' experience with large industrial/commercial property insurance claims.

Additional Responsibilities
Other duties as assigned to foster an efficient flow of business. All duties to be conducted in accordance with NEIL's Guiding Principles.

Physical Requirements
1. Ability to sit/stand for extensive periods of time along with walk extensively and climb stairs.
2. Ability to use the telephone requiring auditory and verbal senses.
3. Ability to use the computer for extensive lengths of time requiring finger dexterity and visual acuity.
4. Ability to travel independently via plane, train and/or car frequently on short notice.