

CLASS TITLE: PRINCIPAL MARKET CONDUCT EXAMINER

Class Code: 02620600
Pay Grade: 31A
EO: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To plan, supervise and review the work of one of the crews of examiners engaged in conducting local or zone types of market conduct examinations including the four key market conduct areas which are (1) sales and advertising; (2) underwriting; (3) rating; and (4) claims handling of insurance companies, fraternal beneficiary societies, hospital, surgical and dental service corporations, licensed agents, rating organizations and other related licensees for the purpose of evaluating compliance with statutes and regulations relating to market conduct practices; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of the Chief Insurance Examiner from who assignments are received in general outline; work is reviewed usually in process or upon completion for conformity with law, established policies and instructions and with accepted principles and practices.

SUPERVISION EXERCISED: Plans, supervises and reviews, in process and upon completion, the work of one of the crews of examiners.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To plan, supervise and review the work of one of the crews of market conduct examiners engaged in conducting local or zone types of market conduct examinations of insurance companies and fraternal beneficiary societies, hospital, surgical and dental service corporations, licensed agents, rating organizations and other related licensees for the purpose of ascertaining compliance with state laws.

When directed, to present findings of field examinations to appropriate officials for the purpose of explaining violation of laws or regulations; and to report results of conferences with such officials to a superior.

To participate in the conducting of such examinations as required.

To examine and verify compliance with state law in market conduct areas including but not limited to (1) sales and advertising; (2) underwriting; (3) rating; and (4) claims handling.

To assist in the preparation of the Division's annual and other reports.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the provisions of the state laws regulating insurance companies, fraternal beneficiary societies, hospital, surgical and dental service corporations, licensed agents, rating organizations and other related licensees; a thorough knowledge of the principles and methods used in the examination of the books, records and affairs of such companies, societies, corporations, agents, organizations and licensees to verify compliance with statutes and regulations relating to market conduct practices in their dealings with policyholders and claimants in this jurisdiction; the ability to make such examinations and to prepare reports thereon covering their scope and findings; the ability to plan, supervise and review the work of a crew of market conduct examiners engaged in making market conduct examinations of insurance companies, fraternal beneficiary societies, hospital, surgical and dental service corporations, licensed agents, rating organizations and other related licensees; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing with a Bachelor Degree in Business Administration and/or possession of one or more of the following designations: Certified Insurance Examiner, Chartered Property Casualty Underwriter, Chartered Life Underwriter, or Fellow Life Management Institute; and

Experience: Such as may have been gained through: employment involving responsibility for the conduct of market conduct examinations of insurance companies, fraternal beneficiary societies, hospital, surgical and dental service corporations, licensed agents, rating organizations and other related licensees; or employment in a responsible position in market conduct in the field of insurance.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: October 12, 1991

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