

CLASS TITLE: SENIOR MARKET CONDUCT EXAMINER

Class Code: 02620500

Pay Grade: 28A

EO: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To conduct 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 a superior from whom are received general and specific instructions; work is usually reviewed in process and upon completion for conformance to law, established policies and instructions and with accepted principles and practices.

SUPERVISION EXERCISED: Occasionally supervises and reviews closely, both in process and upon completion the work of subordinates engaged in performing tasks incidental to the examinations.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To conduct local or zone types of market conduct examinations of insurance companies, 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.

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.

To prepare and submit to a superior written reports covering the scope and findings of such field examinations.

As required, supervises the work of subordinate examiners assigned to assist in the making of field examinations.

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 records 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 supervise and review the work of subordinates assigned to assist in making such examinations; 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 of the Life Management Institute; and

Experience: Such as may have been gained through: employment at the level of a market conduct examiner assisting in the verification of compliance with statutes and regulations relating to market conduct practices of insurance companies, fraternal beneficiary societies, hospital, surgical and dental corporations, licensed agents, rating organizations and other related licensees.

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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