



Renewals Executive

Sureterm Direct Ltd are currently recruiting for a Renewals Executive to join our fast growing company.

Responsibilities for this role will include:

- Process client renewals on a daily basis, ensuring that we are offering the client the most competitive premium either by staying with same insurer or re-broking to an insurer that is more suited to their needs.
- Checking the risk, making sure that it still fits the underwriting criteria of the existing company or re-broking to a company where the risk is acceptable.
- Contacting insurers if information is require regarding claims that may have occurred in the past year where the insurers and legal team have not been notified.
- Check renewal retention through the month, highlighting the policies that have been renewed and for those that have not been renewed putting in the reason why not renewed.
- Running report every day to identify other policies that existing customers have that are due for renewal. A letter will be sent to the client asking them to contact us for a quotation.

Candidates for this position will need:

- A Strong background within Insurance with a good technical background.
- Good Renewals experience, ideally with detailed knowledge of broking procedures.
- Good mathematical ability.
- Excellent communication skills both written and verbal.

Hours of work:

Mon-Fri: 8:30am-17:30pm

Sat: 9am-2pm

This is a role that does have great basic salary with excellent OTE

For more information please contact Tom Herron, Recruitment Manager on 01480 423024 or alternatively email tom.herron@sureterm.com