

## **Job Profile for the Unit Head, Survey & Technical Risks**

To analyze and understand the company's exposure to different types of risks, impact and consequences, efficiency and effectiveness of control measures and to determine whether these risks fall within the risk appetite framework of the company. Propose, review and monitor risk recommendations, ensure collection of all claims related recoveries through defined recovery efforts.

### **Role Qualification:**

**Academic/Professional:** B. Sc. or HND in Civil or Mechanical Engineering, Quantity Survey, Geography & Town Planning, Estate Management, or any other related discipline from a reputable tertiary institution.

**Work experience:** At least 5 – 7 years' work experience in a related area with at least 2 year in a leadership role.

### **Key Responsibilities:**

- Conduct risk assessments (pre-loss surveys) through internal or external resources based on approved thresholds. Prepare and receive detailed pre-loss survey reports.
- Verify that proposed sum insured for assets (i.e. buildings, plants and machinery) to be insured by the company is adequate in relation to current market valuations and replacement or reinstatement cost of such assets.
- Work with the Group Head to ensure the development of systems and processes to standardize quality of external surveys conducted by partner vendors.
- Coordinate claims recovery through the disposal of salvage assets both internally and through salvage recovery agents.
- Manage the detailed framework for onboarding Vendors
- Sourcing and onboarding of all vendors that service the underwriting and claims functions (i.e. Pre-loss Surveyors, Loss Adjusters, Marine superintendents, Debt Recovery Agents, Salvage Buyers, Tracking Vendors, Garages & workshops)
- Ensure Service Level Agreements are executed for all Vendors and they are profiled on the Vendor Payment Application
- Coordinate the collection of co-insurance and subrogation recoveries through internal and external resources

- Reports on all recovery efforts from AIMSWEB
- Co-ordinate the installation of vehicle Tracker as well as
- Monitor, motivate, direct, develop and manage the performance of the team to ensure quality control, service delivery, resource management and cost control
- Identify training needs of the team and ensuring the provision of adequate training for team members
- Identify vulnerabilities and make recommendations on how these risks may be minimized or eliminated.
- Inform Underwriting unit on suitability or otherwise of survey report
- Follow up with Relationship Managers to ensure compliance with risk improvement recommendations through periodic site inspection.
- Compile, analyze, and interpret statistical data related to incidents and accidents.
- Quarterly review of vendor performance
- Weekly and quarterly report of all key tasks executed
- Any other task requested by the Group Head and/or Divisional Director

Interested Applicants should send their CVs to **jobtalentrecruit@gmail.com** stating the role applied for as subject of mail. e.g “Unit Head, Survey & Technical Risks”