



**Sr. Workers Comp Filing and
Compliance Analyst**
Open to Location



**CORE
SPECIALTY**

THE CORE SPECIALTY ADVANTAGE

Core Specialty offers a diversified range of property and casualty insurance products for small to mid-sized businesses. From underwriting offices spanning the U.S., the Company focuses on niche markets, local distribution, and superior underwriting knowledge, offering traditional as well as innovative insurance solutions to meet the needs of its customers and brokers. Core Specialty is an insurance holding company operating through StarStone Specialty Insurance Company, a U.S. excess and surplus lines insurer, and StarStone National Insurance Company, a U.S. admitted markets insurer. The Company is rated A- (Excellent) by AM Best.

CONTACT US

For more information, please contact:

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CORE SPECIALTY

Essential Duties and Responsibilities: (Position based in any office location)

To support the US Compliance Function and Workers Compensation State Filings

Key Accountabilities/Deliverables:

- Preparation and submission of Workers Compensation rate, rule and form filings countrywide
- Review and analyse state statutes, regulations and rating bureau bulletins to determine impact and ensure adherence to filing and regulatory requirements
- Provide guidance and advice to management on state filing strategies
- Responsible for preparation of responses to DOI interrogatories
- Develop and maintain state approval charts, forms list and rates
- Work with other business units to write business rules in support of implementing new product and systemic updates related to forms, rates, and rules
- Develop Workers' Compensation procedure manuals and documentation
- In addition to the above key responsibilities, may be required to undertake other duties from time to time as the Company may reasonably require.

Technical Knowledge and Understanding:

- WC rate, rule and form filing experience. WC Compliance subject matter expert preferred.
- Familiarity with reviewing, monitoring and acting on NCCI and independent WC Bureau Circulars/Bulletins.
- Knowledge and experience with SERFF.
- Relevant knowledge of regulatory or procedural compliance issues, with ability to apply to operations
- Immediate to advanced knowledge of MS Word, Excel, Adobe Acrobat, with the ability to learn proprietary systems

Experience:

- At least five years of experience in Workers' Compensation and P&C Commercial lines regulatory and state filings.
- Bachelor's degree in insurance, business, finance, risk management, or related field (an equivalent combination of education and prior work experience may be substituted at management's discretion).

At Core Specialty we believe that our employees are our most important asset. Helping our employees and their families achieve and maintain good health – physical, emotional, and financial – is the reason Core Specialty offers extremely rich and affordable benefits including, but not limited to medical, dental, vision, and life insurances; short and long-term disability; a Company-match of 100% of a 6% contribution 401(k) plan; an Employee Assistance Plan; Health Savings

Account, Flexible Spending Account, Health Reimbursement Account, and gym reimbursement.