WASHINGTON COUNTIES RISK POOL

2558 R.W. Johnson Road SW, Suite 106 Tumwater, Washington 98512-6103

Created by Counties for Counties



The Washington Counties Risk Pool, a public entity located in Tumwater (Olympia area) that administers a self-insured liability program and a commercially-insured property program for its member county governments in the state of Washington, is seeking a qualified (casualty) Senior Claims Analyst to join its staff of dedicated professionals. This position's primary focus is to **"Assist the Claims Manager in handling and processing claims in a manner consistent with the Pool's established goals and objectives and industry practice."**

This position requires an Associate degree in business or public administration or an Associate in Claims (AIC) from the Insurance Institute of America, or comparable certification, <u>with</u> a minimum of five (5) years of claims management experience of which three (3) years must include public sector claims management; <u>or</u> any combination of education and progressively responsible experience which would provide the applicant with a minimum of seven (7) years of education and progressively knowledgeable experience in claims management and possess the abilities to perform the job duties <u>and</u> one (1) year each of supervisory and computer claims management information systems experience. *NOTE: AIC certification is required within two (2) years of appointment.*

The position is FLSA-exempt and its (monthly) salary is negotiable, DOQ. A benefits package is provided By the Pool which includes health, dental and vision care, life insurance, paid holidays and sick and annual (vacation) leaves, and OASI offset and retirement (Washington PERS) contributions.

The position remains "<u>Open until Filled</u>". The required WCRP Application Form and the job description for Senior Claims Analyst can both be obtained from the Pool's website at <u>www.wcrp.info</u> or via direct contact at 2558 R W Johnson Rd. SW, Suite 106, Tumwater, WA 98512-6103 – phone 360/292-4500 x107, fax 360/292-4501, or e-mail <u>info@wcrp.wa.gov</u>.

Claims Manager Susan Looker (<u>susan@wcrp.wa.gov</u>) will attempt to address questions regarding this Senior Claims Analyst position and/or this recruitment.