

Job Opening

#06-07-The Oklahoma Insurance Department has an opening in the Financial Division for a Market Conduct Analyst. The salary range is \$30,000 to \$40,000. **Submit résumés to angie.powers@oid.ok.gov.** This position is open until filled.

DEFINITION:

Under supervision of the Market Analyst Unit Manager, perform market analysis on specific insurance companies and insurance issues. This includes documenting analysis files and ensuring the findings are available to the NAIC and market analysts in other states.

DUTIES AND RESPONSIBILITIES:

- Comply with the NAIC's Market Regulation Accreditation standards, including performing market analysis, supporting and advising market conduct contract examiners, and recommending appropriate Market Regulation Continuum Actions when applicable.
- Utilize various NAIC data and analysis resources and other sources of potential market conduct information to identify insurers that are trending toward a troubled state.
- Review data from other Department divisions and conduct data calls as needed to acquire additional information required to perform market analysis.
- Provide oral and written correspondence to insurers when the analysis discovers issues that need to be addressed.
- Meet with representatives of insurance companies to discuss statutory compliance, market concerns, fair treatment of policyholders, and other issues as required.
- Review market conduct examination reports when they are received initially from examiners.
- Make presentations, as needed, to the Market Analysis Working Group if substantial problems are found to exist with nationally significant domestic insurers.
- Perform other duties as assigned or required.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of general insurance business practices, including applicable state statutes, generally accepted accounting principles, claims adjustment, sales and marketing, underwriting, or regulatory compliance.
- Good written and verbal communication skills.
- Knowledge of personal computers, Excel, Word, and Access.
- Ability to maintain effective working relationships with others.
- Effective representation of the department internally and externally.
- Effective time management.

EDUCATION AND EXPERIENCE:

Applicants must have a Bachelor's degree in accounting, business or finance. The following designations are helpful: CPA, CFE, AFE, CIC, CIE, AIE, FLMI, CPCU, any NAIC designation, or any other designations recognized in Market Regulation Accreditation or Core Competency standards.

NOTE: Employees of the Oklahoma Insurance Department cannot have an immediate relative who is financially interested, directly or indirectly, in any insurer, agency or insurance transaction (except as a policyholder or claimant). The selected applicant must not have a felony conviction and must pass a background check. Individual may be required to pursue NAIC designations as job duties require.

Employees of the Oklahoma Insurance Department are unclassified employees of the state. For benefits offered by the State of Oklahoma to employees of the state, please use this link to access the Office of Personnel Management benefits page at [http://www.ok.gov/opm/HR and Employee Services/index.html](http://www.ok.gov/opm/HR_and_Employee_Services/index.html)
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