



Job Description

Claims Adjuster - Litigation

Position Summary:

The Litigation Adjuster will work with Defense on High Exposure Claims and/or Litigations to achieve favorable outcomes. This individual will have a strong background in the Litigation process and familiarity with all lines of the Insurance Industry. The Litigation Adjuster must be adept to Thinking Strategically and have Sound Decision Making Skills.

Responsibilities:

- Works with defense counsel on high exposure and/or claims in litigation to achieve favorable outcomes.
- Familiar with all lines, including homeowner's, commercial general liability, auto liability, and commercial property.
- Appears as Corporate Representative at depositions and trials when needed.
- Monitors defense counsel's compliance with the Company's Litigation guidelines.
- Directs defense counsel's strategies, works with counsel to acquire appropriate paper discovery, determine necessary depositions, and retains experts.
- Investigates any coverage issues and work towards a resolve.
- Participate in mediations and settlement conferences.

Knowledge and Skills:

- Exceptional oral and written communication skills.
- Initiative and ability to think logically, analytically, and critically.
- Strong time management and organization skills.
- Ability to multi-task while maintaining accuracy and due diligence in performance.
- Strong computer skills with a penchant to adapt easily to learning new software.

Experience and Education:

- Bachelor's Degree required.
- Some Graduate School and or/Professional Industry Designation (CPCU, AIC) preferred.
- 5-7 Years experience with a strong background in first-party homeowner's litigation preferred.
- Compliant Claims Adjuster License Required.

Physical requirements:

- **Sedentary Work.** Exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.
- **Visual Acuity.** Required to have close visual acuity to perform activities such as: preparing and analyzing data and figures, viewing computer terminal, extensive reading.
- **Reaching.** Extending hand(s) and arm(s) in any direction
- **Fingering.** Picking, pinching typing or otherwise working primarily with fingers rather than with whole hands
- **Repetitive Motion.** Substantial movements (motions) of the wrist, hands and/or fingers.
- **Talking.** Expressing or exchanging ideas by means of the spoken work. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.

Department: Claims
Reports to: Litigation Supervisor
FLSA Status: Exempt
Position Level: Staff