



## Personal Lines Auditor Internship

### Description

COUNTRY Financial is offering an internship in the Personal Lines Underwriting division in Bloomington, IL. This internship will begin in May 2010 and will extend up to a full year. The internship requires full-time hours in the summer and 15-20 hours/week during the school year.

### Internship responsibilities:

- Conduct reviews of new and renewal personal lines business, assessing the overall quality.
- Perform detailed check of underwriters' adherence to underwriting guidelines and procedures.
- Use company systems to review policy information.
- Enter audit information into auditing database.
- Prepare and distribute written management reports documenting audit findings.
- Use Microsoft Access, Excel and other software tools to develop reports that identify areas for improvement in underwriting quality and compliance.
- Perform special projects or other related work as required or requested.

### Required Skills:

- Current field of study in business or insurance preferred.
- Knowledge of Microsoft office, including Excel and Access.
- Ability to apply and communicate written procedures.
- Duties require a moderate level of judgment in following procedures or in making decisions.
- Ability to meet deadlines.

### Additional Information

- This is a paid internship, available to current college students.
- The internship begins in May 2010 and is located in Bloomington, IL.
- The internship will be full-time for summer 2010 and part-time (15-20 hours/week) through the 2010/2011 school year.
- Scheduled hours during the school year will be based on the intern's class schedule.
- Hourly salary is \$12.00
- Candidates should also apply online at:  
[www.countryfinancial.com/PLauditorinternship](http://www.countryfinancial.com/PLauditorinternship)