

## Job Description

<b>Job Title</b>	Financial Examiner		
<b>Job ID</b>	12181		
<b>Date Opened</b>	02/09/2021		
<b>Date Closed</b>	02/23/2021		
<b>Location</b>	1050 1st Street, NE		
<b>Full/Part Time</b>	Full-Time	<b>Type of Appointment</b>	Career Service - Reg Appt
<b>Regular/Temporary</b>	Regular		
<b>Agency</b>	SR	Insurance, Securities and Bank	
<b>Area of Consideration</b>	Open to Public		
<b>Grade</b>	13		
<b>Bargaining Unit</b>	1_2	Compensation Unit 1 & 2	
<b>Minimum Range</b>	\$94,858.000000	<b>Maximum Range</b>	\$122,227.000000
<b>Target Openings</b>	1	<b>Available Openings</b>	1

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## General Job Information

### Job Summary

This position is located in the Department of Insurance, Securities and Banking, Insurance Bureau (DISB), Financial Examination Division.

### Duties and Responsibilities

Serves as an expert Financial Examiner and project manager, responsible for planning and coordinating on-going financial surveillance analyses of District of Columbia domiciles and foreign insurers to detect and act upon conditions that may lead to financial loss by policyholders and/or the appropriate Guaranty Fund. Determines the placement of insurers on one of five categories for priority examination, i.e., on-site audit attention to implement appropriate regulatory controls. Develops improvements in the internal financial surveillance systems and makes recommendations for their inclusion.

Develops procedures and recommends implementation to the supervisor.

Prepares financial surveillance packages on domestic insurance companies and licensed companies with a significant underwriting share in the District of Columbia.

Reviews financial documents for compliance with the D.C. Code and other governing insurance laws and regulations.

A mastery of financial theory and the principles of business management operations to plan and coordinate the efforts of team members in the analysis and evaluation of the various financial and business transactions identified in insurer's annual, quarterly, and supplemental reports. Highly developed skill is required to make decisions on the modification of analysis procedures, to deal with sensitive or complex problems.

### Qualifications and Education

This position requires Specialized Experience which equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression.

### Licensure and Certifications

None

It is desirable that the incumbent obtains advanced training or certification as Certified Financial Examiner (CFE) designation that is accredited by the Society of Financial Examiners (SOFE). Other relevant designations that would enhance the ability to perform effectively in this position include (but not limited to): Certified Public Accountant (CPA) to FLMI (Fellow of the Life Management Institute), Certified Property/Casualty Underwriter (CPCU), Certified Financial Planner (CEP), and insurance-related financial analysis training programs (e.g., NAIC, Booke, Seminars, SOFE). Other relevant educational experience includes an accounting, finance, business, or economic background.

### Physical Demands

The work is sedentary in nature requiring no unusual physical demands.

**Work Environment** The work is performed in an office setting.

**Pay Plan, Series, Grade:** CS-1101-13

**Duration of Appointment:** Career Service - Regular

**Collective Bargaining:** This position is covered under a collective bargaining unit and you may be required to pay an agency service fee through direct payroll deduction.

**Tour of Duty:** 8:30 am to 5:00 pm

**Position Designation:** This position is designated as Security Sensitive. The incumbents of this position will be subject to enhanced suitability screening pursuant to Chapter 4 of DC Personnel Regulations, Suitability.

**EEO Statement:** The District of Columbia Government is an Equal Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, or political affiliation.