

Job Description

Job Title	Financial Examiner & Analyst		
Job ID	17339		
Date Opened	05/20/2022		
Date Closed	06/18/2022		
Location	1050 1st Street, NE		
Full/Part Time	Full-Time	Type of Appointment	Career Service - Reg Appt
Regular/Temporary	Regular		
Agency	SR	Insurance, Securities and Bank	
Area of Consideration	Open to Public		
Grade	14		
Bargaining Unit	1_2	Compensation Unit 1 & 2	
Minimum Range	\$116,034.000000	Maximum Range	\$149,496.000000
Target Openings	1	Available Openings	1

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General Job Information

Job Summary

This position is located in the Department of Insurance, Securities and Banking (DISB), Risk Finance Bureau (RFB) but will also provide support to the Insurance Bureau. The incumbent engages in financial analyses and on-site examinations of captive insurance companies, including risk retention groups licensed by the District of Columbia (District). Incumbent is also responsible for responding, updating, and ensuring the accuracy of premium tax returns.

Duties and Responsibilities

Performs financial surveillance analyses of the District's licensed captive insurance companies to detect and act upon conditions that may lead to financial loss by the company's policyholders. Conducts financial analyses to determine the placement of insurers in one of three categories for priority examination. Reviews the following and other supplemental documentation in the financial analysis process:

- Recent examination reports, noting prior problems or unresolved issues.
- Reports issued by A.M. Best, Moody's or Standard and Poor's (ratings below "A" dictate in-depth analysis to determine causes).
- District deposit requirements to verify that adequate market value is currently maintained.
- Independent public accountant reports for unqualified opinions; the balance sheets from annual reports noting significant changes in assets, liabilities and/or questionable significant changes in the overall size of the company.
- Notes to financial statements and management discussion and analysis statements; recent changes in surplus regarding policyholders' balances which is greater than 10%, i.e., current year versus prior year, including examiner adjustments and National Association of Insurance Commissioners (NAIC) ratios.

Determines whether qualified actuarial reserve opinions agree with annual statement amounts in reports and the opinion is in conformity with NAIC standards. Maintains ongoing analyses of individual companies' financial surveillance files, and submits appropriate recommendations for regulatory action.

Licenses and Certification

The incumbent shall possess a Certified Financial Examiner (CFE) designation from the Society of Financial Examiners (SOFE) or a Certified Public Accountant (CPA) certification to perform the full range of duties of this position. May require travel to perform or supervise on-site examinations.

Qualifications and Education

Specialized Experience is experience that 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, one (1) year of specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression.

Working Conditions/Environment

The work is sedentary in nature. Typically, the incumbent works at a desk and interacts with others who do the same.

Other Significant Facts

Tour of Duty: Monday - Friday 8:15 am to 4:45 pm

Pay Plan, Series, Grade: CS-501-14

Promotion Potential: No Known promotion potential

Duration of Appointment: Career Services - Regular Appointment

Collective Bargaining Unit (Union): This position is in a collective bargaining unit (AFSCME/2743), and you may be required to pay an agency service fee through direct payroll deduction.

Position Designation:

Position Designation: This position has been deemed Security Sensitive under the guideline of the DC Personnel Manual. Incumbents of this position are subject to enhanced suitability screening pursuant to Chapter 4 of DC personnel regulations. Accordingly, incumbents must successfully pass a criminal background and consumer credit check as a condition of employment and will be subject to periodic criminal background checks for the duration of their tenure.

Vaccination Requirement

The Government of the District of Columbia values the safety of our employees, our residents, and our visitors. In support of these values, if you are selected for this job, you must be fully vaccinated against COVID-19, except when vaccination is not medically advised or violates your sincerely held religious beliefs. If you are invited to join our team, you must submit proof that you are fully vaccinated against COVID-19 to your initial HR representative, or you must request an exemption from your representative. New employees must either provide proof of vaccination or be granted a medical or religious exemption before working with the Government of the District of Columbia.

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.