

# Insurance Risk Manager Job Description

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- Meeting and discussing with clients and other stakeholders
- Presenting information in conference rooms
- Managing claims and loss control activities
- Preparing loss analysis and budgets
- Directing the purchase of insurance programs
- Protecting the assets of organizations
- Recommending and implementing preventive measures to minimize costs and damage should a loss occur
- Identifying and dealing with any issues that may arise related to insurance or safety, which could lead to litigation, if overlooked
- Being present at job sites in order to assess possible risks
- After discovering risks, it is the responsibility of the insurance risk manager to compile data and information into well-organized or arranged reports with graphs and statistics to support findings
- Developing insurance budgets, paying invoices to ensure consistent coverage, and managing existing claims
- Improving safety protocols or installing new equipment that has better safety features
- Training and informing other staff about risk awareness.