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| **Sr. Risk Analyst** |  | **019** |  | **East Aurora, NY** |  | **2/20/2015** |

### JOB TITLE BUSINESS UNIT LOCATION DATE

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| **Risk Manager** |  |  |  |  |  |  |

### REPORTS TO (JOB TITLE)

## 1. SUMMARY or MAJOR FUNCTION OF THE JOB

Rated H10 3/27/2015

Exempt, EEO1 Code 2C

## *Describe the primary purpose of the job (i.e., why does the job exist?) in 1 – 3 sentences.*

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| The Senior Risk Analyst supports the Risk Manager and Director of Risk Management in the design and implementation of the Global Risk Program. Interacts closely with legal, finance, and all Moog facilities worldwide to ensure that practices are in place to understand, evaluate, measure, monitor, and manage business and operational risks affecting the Company. |

## 2. DIMENSIONS THAT SHOW THE RELATIVE SIZE AND SCOPE OF THE JOB WITHIN MOOG

## *Specify any of the following significant quantifiable elements of the business on which this job exercises control or significant influence.*

## *Exercises Significant, but not Complete, Control:*

* Moog Global Facilities & Equipment Values - $4.0 Billion
* Annual Global Insurance Premiums - $7.0 Million
* Mitigation of risk related to in excess of 14,000 employees, 450 drivers, 5,000 vendors and 1,800 customers

## 3. PRINCIPAL ACCOUNTABILITIES or KEY RESULTS OF THE JOB

## *Describe the key results that this role is accountable for. Focus on the outcome rather than the tasks required to achieve them. Most roles will have between four and – at the very most – eight.*

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| 1. Analyze risk and liability exposures related to contract issues, establish protocols for risk-related inquiries, and provide guidance/recommendations to Legal and Contracts staff. 2. Preparation of critical information provided to brokers and underwriters in order to assess and price the Global Property, Earthquake, Workers’ Compensation, General Liability Domestic & International, Medical Products Liability, Umbrella, Business Auto, Marine Cargo, Aviation Products, Professional Liability, Crime, Executive Risk and Directors & Officers insurance policy renewals. 3. Support the coordination of the global insurance program, including identifying appropriate types, amounts and features of insurance coverage. Ensure all reporting requirements are met under existing insurance policies. 4. Provide significant support for development and ongoing management of business continuity and disaster recovery strategies and solutions, including risk assessments, business impact analyses and documentation of business continuity and disaster recovery procedures. 5. Responsible for claims reporting and oversight of recovery efforts for both insurable and uninsured claims including potentially signicant property and product liability claims. 6. Analyze insurance market and industry data to apply benchmarking and monitor trends. 7. Act as a liaison to 40+ Risk Management Designees worldwide, providing support for site and/or country-specific insurance inquiries, and ensuring compliance with Global Risk Management policies and procedures. |

## 4. SPECIAL CIRCUMSTANCES or UNUSUAL CHALLENGES

## *What conditions (if any) create unusual difficulty or signify importance for the outcomes that are expected from this job?*

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| Key challenges include:   * Consistently make sound and reasoned decisions, offer practical advice and make well-reasoned recommendations to relevant decision makers throughout the organization. * Work with business risk owners to cross functionally develop risk mitigation and response plans. * Inspire trust and confidence in others; establish and maintain effective working relationships; conduct oneself in a respectful and professional manner; operate with character and integrity, apply consistency in interpretation and application of policies and procedures. * Utilize strong project management skills and the ability to think strategically to develop effective risk management strategies and programs. * Keep specialty field of knowledge current and properly applied and disseminated; ability to learn and gain experience in new areas of specialization as the Company’s needs evolve over time. * Willingness to accept accountability, demonstrate initiative, and lead by example in teamwork, cross- functional cooperation, and information sharing. |

## 5. QUALIFICATIONS THAT ARE DESIRABLE AT JOB ENTRY or NEEDED FOR BEGINNING EFFECTIVENESS IN THE JOB

## *What background (education or experience), skills and competencies are typical of successful job holders?*

* Bachelor’s degree in Business, International Business or Finance. MBA a plus.
* ARM (Associate Risk Manager) designation required.
* Minimum of 5 years relevant Risk Management and Insurance experience.
* Highly effective written and verbal communication skills mandatory; requires ability to clearly and concisely articulate complex information.
* Experience in a global manufacturing environment is preferred.
* Advanced knowledge of and experience with Microsoft Office, including advanced Excel, Outlook, Word, and Access; internet research capabilities.

## 6. ORGANIZATION CONTEXT and KEY RELATIONSHIPS FOR THE JOB

## *Include (here or by attachment) a brief but clear organization chart depicting (1) this job’s superior, (2) this job and other jobs reporting directly to the superior, and (3) all jobs reporting directly to this job - with notations as to the number of subordinates reporting to those.*

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| |  |  | | --- | --- | | Director, Global Risk Management | | | |  |  | | Risk Manager | | | |  |  | |  |  | | Sr. Risk Analyst | | | |  |  | |  |  | |  | | | |

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