**CIS IS RECRUITING FOR A PROPERTY LIABILITY CLAIMS CONSULTANT I**

**Location: Wilsonville, Oregon (combination of remote and home office)**

**Recruitment Closes October 31, 2021 (noon)**

**Recruitment Salary Range: ($61,268 - $66,425)**

**Are you interested in making a difference?**

CIS (Citycounty Insurance Services) is a Public Entity risk sharing pool that helps Oregon’s cities and counties effectively manage their Law Enforcement, Employment Liability, General Liability, Auto Liability and Property risk so that they can provide crucial services to Oregonians. We offer a wide range of coverage and services that are tailored to best serve our members. One way we do this is by having a Property Liability Claims Team that works hard to achieve the best results for our member employers.

**I am interested; what do I do next?**

To access our Careers page, and the link to our online application system (governmentjobs.com), please go to:

<https://www.cisoregon.org/About/CareerOpportunities>

You must apply using our online application system (governmentjobs.com) to be considered for employment with CIS.

**Why is CIS a great place to work?**

* You make a difference for local communities and the people who serve our citizens.
* Our members respect and appreciate what we do for them.
* You will work on cutting edge Federal and State law legal issues
* Your coworkers are talented, friendly, enthusiastic, and professional.
* Our wages and benefits are highly competitive, including free parking.
* We offer PERS (Oregon Public Employees Retirement System) retirement.
* We encourage growth through training as well as generous personal and professional development opportunities.

**Can you picture yourself in the position?**

Responsible for the investigation, evaluation, and resolution of all aspects of claims of police and jail liability, employment liability, auto liability, land use claims, defamation claims, bodily injury including death claims, personal injury claims and other types of public entity liability and first party and 3rd party property claims. This involves telephone and in person contact with claimants, witnesses, and customers/members.

Initially, depending on experience and training, the job will primarily focus on auto liability, general liability and 1st and 3rd party property claims. As experience and training allow, police, jail liability and employment liability claims will be introduced.

Investigate and handle multi-line claims that are unique to City and County Governments.

Respond to questions for CIS clients and agents relating to claims and procedures. Inspect damaged vehicles and property. Determine the value of each claim. Negotiate settlements with attorneys on injury claims for their clients. Help attorneys plan the defense of files in litigation.

To ensure all Tort Claim Notices are fairly and accurately evaluated from the initial report to the final disposition. To provide the most prompt and equitable settlement of losses at the highest technical and service performance level.

Claim Complexity: Primarily 1st and 3rd party property and bodily injury liability claims.

**For more information about CIS, please visit** [**http://www.cisoregon.org**](http://www.cisoregon.org/)