

Form Name: Katie School Alumni Opportunity
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Katie School Alumni Opportunity

Company Name	Ventas, Inc.
Contact Person	Tim Shanley
Title of Contact	Manager, Corporate Risk
Email	tim.shanley@ventasreit.com
Phone	(708) 203-8299
Company Website	www.ventastreit.com
Indicate what opportunity is available	Full-time
Title of Available Position	Risk and Insurance Analyst
Opportunity Location	Chicago

Description of Career Opportunity

Join our dynamic organization as a Risk and Insurance Analyst and take charge of a diverse set of responsibilities that will amplify your expertise. From coordinating Risk Management and Insurance databases to conducting insightful financial analyses for projects, you'll be at the forefront of strategic initiatives, including researching claim trends, benchmarking, and acquisitions.

As our Risk and Insurance Analyst, you'll play a pivotal role in providing top-notch service across all levels of the company, making this an exceptional opportunity for growth and impact.

Responsibilities:

- **Risk Management Information System:** Take primary responsibility on the management of Ventas' Risk Management Information System (RMIS). Requires proficient use of RMIS to access data and develop various types of reports and provide to internal and external stakeholders, including the Corporate Risk Manager, Corporate Finance and Accounting teams, insurance brokers, outside consultants and insurers. Data is analyzed often to ensure its credibility and accuracy.
- **Claims Management:** Work closely with the Corporate Risk Manager in monitoring Workers' Compensation, Professional, General Liability, Auto Liability and Physical Damage, Property Insurance, Crime and Employment Practices Liability claims. Review property and casualty loss data to identify benchmarking and claim trends.
- **Complete Projects assigned by the Corporate Risk Manager:** Examples of new projects include: research and analysis of risk identification including acquisitions; cost of risk analysis; and assist in the preparation of databases and presentations. Other projects will be assigned as needed by the Corporate Risk Manager and VP of Corporate Risk.
- **Maintenance of all Insurance Policies and Related Records:** Work with the insurance broker to ensure policies are accurate and complete as bound. Manage Ventas' insurance policy and endorsement directory to ensure ready access for internal stakeholders. In collaboration with our outside broker, develop and manage a historical insurance schedule each year as policies renew.
- **Obtain Exposure Information and Loss Experience for Insurance Renewals:** Work with the appropriate staff throughout the organization to obtain actual and projected payroll by classification, by state and/or by country; revenues; number of vehicles; employee headcount; and property values and business interruption values, including acquired and sold properties, and loss reports to submit this information to insurance brokers and insurers.
- **Insurance Certificates Requests:** Respond to and manage annual and ad hoc requests for Certificates of Insurance, including requests from lenders, municipalities, vendors, and other third parties ensuring timeliness and accuracy of COIs.
- **Monitor Corporate Insurance and Risk Management Payments:** Confirm the accuracy of invoices and recommend approval of payment to the Corporate Risk Manager while maintaining updated database of invoice

payments made. Ensure premium payments are paid timely to preclude the cancellation of insurance policies.

- Risk Management Information System (RMIS): Run reports and research individual claims from various insurance carriers and TPA systems, as well as the insurance broker's extranet. Have the aptitude to learn how to use new systems in the event systems, insurers or vendors are changed.
- Lease Audit and Compliance System: Assist Corporate Risk Manager in ensuring tenants remain compliant with insurance requirements set forth in leases of Ventas' NNN asset portfolio, including renewal, coverage and limit requirements.

Experience:

- Bachelor's degree in related field; ARM designation preferred
- 1-5 years of risk management experience in a corporate structure
- High degree of computer literacy and systems-oriented approach to problem solving, including strong Microsoft Excel and PowerPoint skills and experience.

#LI-Hybrid

Preferred Skills

See job description.

Please Specify How You Would Like Alumni to Apply

E-mail resume to tim.shanley@ventasreit.com and apply on company's website.
