

Property/Liability/Work Comp Specialist - City of Bristol Tennessee is seeking a Property/Liability/Work Comp Specialist. This is a working position responsible for performing day-to-day activities related to the City's Risk Management Program, including intake, investigation, and resolution of claims.

Successful candidates must have the ability to effectively communicate with City staff, Department Heads, relevant agencies, and the public, as well as research complex issues and recommend an effective course of action. Associate's Degree in Business Administration, Health, Safety or closely related field with three years of proven relevant working experience and a thorough understanding of Workers' Compensation, Property, and Liability Coverage, OSHA, and best practices of risk management is required. Bachelor's Degree and public sector experience in relevant field preferred. Similar work in the Construction or Hospitality Industry will be considered as well as other equivalent combination of education, training and experience. Must be proficient in Microsoft Office. Must possess and maintain a valid Driver's License.

The successful candidate can expect a competitive benefits package with an annual hiring range of \$55,530 to \$83,295. Salary offered will be dependent on qualifications.

To be considered, candidates must complete an online application at: <http://bristoltn.gov/jobs.aspx>

THE CITY OF BRISTOL TENNESSEE IS AN EQUAL OPPORTUNITY EMPLOYER. OUR GOAL IS FOR OUR WORKFORCE TO BE REPRESENTATIVE OF THE WORKING POPULATION OF BRISTOL, TENNESSEE. WE DO NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, CREED, NATIONAL ORIGIN, SEX, AGE, VETERAN STATUS, SEXUAL ORIENTATION, DISABILITY, RELIGION OR ANY OTHER CLASS PROTECTED BY FEDERAL OR STATE LAWS AND REGULATIONS IN ALL MATTERS PERTAINING TO EMPLOYMENT AND PROMOTION; WE WILL NOT TOLERATE DISCRIMINATION ON THE PART OF MANAGERS OR SUPERVISORS. WOMEN, MINORITIES AND THE DISABLED ENCOURAGED TO APPLY. ALL APPLICANTS SUBJECT TO BACKGROUND CHECK, PHYSICAL EXAMINATION AND DRUG SCREENING.