

State of Illinois
Department of Central Management Services
Bureau of Personnel
Springfield, Illinois 62706

Supplementary Examination Announcement

INSURANCE ANALYST II - 21562

Monthly Salary Range: \$3371 - \$4826

Option 1 – Compliance & Regulatory Standards
Option SS1 – Spanish Speaking

General duties: An Insurance Analyst II performs professional duties in specialized areas of insurance: reviewing, analyzing or auditing documents to determine compliance with regulatory and procedural standards; or reviewing or analyzing policy forms, rating plans, filing, license applications, charters and bylaws; or investigating complaints, claims and disputes.

Minimum training and experience: Completion of four years of high school plus two years professional experience in the insurance field or one year of professional experience as an Insurance Analyst I; or equivalent training and experience.

Tests and weights: Training and experience 100%.

Length of eligibility period: One year

Option SS1 – Spanish Speaking: At the time of the job interview, the eligible will be required to exhibit the ability to understand and speak Spanish and English fluently. Failure to exhibit this ability will result in disqualification for this option.

Counties in which positions are established: Sangamon, Cook (SS).

(SS) Indicates Spanish Speaking Option is also established in that county.

Counties listed include all counties in which positions have been established, and do not represent immediate openings. This listing is based on information currently available and is subject to change.

YOU NEED NOT APPEAR AT A TEST CENTER FOR THIS EXAMINATION.

You may either send a completed application (CMS 100) to the Department of Central Management Services, Bureau of Personnel, Room 500, Stratton Office Building, Springfield, IL 62706 or apply online at <http://work.illinois.gov>. Your training and experience will be evaluated from your application.

AN EQUAL OPPORTUNITY EMPLOYER

8-1-98 (RC-014-09B) Salary 4-1-16, Counties Updated 6-15-15, Moved to Group A 6-15-15