Sompo International is the trade name for the global specialty property and casualty insurance and reinsurance operations of Sompo Holdings, Inc. ("Sompo"), established in March 2017 as the result of Sompo's acquisition of Endurance Specialty Holdings Ltd.

Sompo is a financial services holding company organized under the laws of Japan whose shares are listed and posted for trading on the Tokyo Stock Exchange. Sompo, through various operating subsidiaries, is one of the top three insurers in Japan and is engaged in the provision of insurance services as well as other related services through its global network of businesses operating in 32 countries around the world.

Sompo International is the international operation of Sompo and, through its operating subsidiaries, writes agriculture, casualty and other specialty, professional lines, property, marine/energy and aviation lines of insurance and catastrophe, property, casualty, professional lines and specialty lines of reinsurance.

As a leading global provider of insurance and reinsurance, we recognize that our success is derived directly from those whose contributions matter most: our people. Sompo International's headquarters is in Bermuda and we currently have offices in the United States, the United Kingdom, Continental Europe, and Asia. A shared commitment to integrity, accountability, collaboration and agility define our culture, and we strive to create exceptional value for our clients and shareholders and maintain Sompo International as a desirable place to work.

We are seeking a **Reinsurance Underwriting Operations Analyst** to support the reinsurance underwriting operations function. The Analyst is responsible for providing support to the Reinsurance Underwriting team with regard to underwriting systems and processes. The Analyst will work closely with the Underwriting Support Managers (USMs) and IT to deliver system releases to achieve the overall goals of Global Reinsurance. The position involves interaction with the underwriting, IT, Finance, Actuarial, Legal and Claims departments. The position reports to AVP, Reinsurance Underwriting Operations and is located in the **Purchase, NY office**.

Main areas of responsibility:

Production Support

- Proactively monitor status of transactions to ensure the timely processing of Reinsurance business.
- Reconcile reinsurance transactions across systems, running reports then analyzing and resolving discrepancies.
- Design and run reports as needed to meet international and US legal guidelines.
- Proactively identify and fix known data issues within the Underwriting system.

IT Liaison

- Participate in triaging reported systems defects. Perform initial analysis, and identify scope and priority.

- Ensure all issues are resolved in a timely manner, coordinating with IT or other departments as needed. Maintain communication until resolution.
- Perform configuration changes to the Underwriting system (MS Dynamics, aka "Polaris").
- Participate in user group specifying changes and bug fixes to the Underwriting system.
- Suggest improvements to systems, reports and processes.
- Assist in eliciting business requirements for system enhancements, new applications, or reports and document them.
- Create and execute test plans to ensure changes to systems and reports meet the needs of Global Reinsurance.
- Coordinate user acceptance testing of the Underwriting system and reinsurance reports. Develop test scripts with USMs to ensure all use cases are covered, engage appropriate resources, and coordinate timetable between IT and the Underwriting team.

General

- Coordinate systems access for onboarding new underwriting staff, or changes in staff roles.
- Maintain training documentation and educational tools and deliver training to end users.
- Liaise with Finance, Pricing/Modeling, and Claims teams to ensure the Underwriting system data input meets the needs of their related systems.

Qualifications, Skills and Experience:

- College degree or related equivalent work experience
- 2+ years of experience in Reinsurance transactional applications, processes and procedures
- Strong computer skills are required, including but not limited to proficiency in MS Office and working knowledge of underwriting systems
- Very strong problem-solving and analytical skills
- Knowledge of MS Dynamics, SAP, GENIUS underwriting system, GuideWire and SharePoint are advantages
- Strong time management skills and ability to meet individual and team deadlines
- Flexible, team-oriented, with strong technical and analytical skills together and the ability to multi-task and to prioritize assignments.

Sompo International offers a competitive compensation and benefits package commensurate with experience. For consideration; please e-mail your resume along with salary history/requirements to: sbrescia@somp-intl.com

Sompo International is an equal opportunity employer committed to a diverse workforce. M/F/D/V

Visit our website at www.sompo-intl.com